

/NHS BOARD: 29 May 2019

ACTION LOG FOR LANARKSHIRE NHS BOARD FROM JANUARY 2014

ACTIVE ITEMS LISTED

	<u>MINUTE REF YR/MONTH/ ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>	<u>LEAD PERSON</u>	<u>PROGRESS TO DATE</u>
1.	2019/03/038	Web Site	Mr Brown offered to provide Board Members with a presentation of the main features and improvements at a future date.	Calvin Brown	<u>Complete</u> Provided on 13 May 2019.
2.	2019/03/040	Best Start	Briefing Note to be provided	Irene Barkby / Val de Souza	<u>Ongoing</u>
3.	2019/03/041	HAI	It was also noted that Skills Labs had been arranged and the dates would be circulated to Board Members for their participation.	Irene Barkby	<u>Complete</u>
4.	2019/03/043	Corporate Governance	Write to Scottish Government to clarify the post of the Director of Public Health & Health Policy being an Executive Board Member.	Paul Cannon	<u>Update – May 2019</u> Response awaited.
5.	2019/03/043	Corporate Governance	See Community Planning Partnership Minutes at the Board meetings	Paul Cannon	<u>Complete</u> On agenda May 2019.

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6.	2019/03/047	Financial Plan 2019/20	The Capital Plan will be brought back to the Board in May 2019.	Laura Ace	<u>Complete</u> On agenda May 2019.
7.	2019/03/057	Annual Review Outturn Letter	Response to be collated and submitted to Scottish Government by 28 June 2019.	Paul Cannon	<u>Ongoing</u>
8.	2019/03/068	Family Experience	Agreed to reflect on the family's experience and through the Healthcare Quality Assurance and Improvement Committee seek to identify any further improvements that could be taken forward.	Jane Burns / Irene Barkby	<u>Ongoing</u>
9.	2019/01/006	Atlas of Variation	Highlight the Atlas at a Board Seminar.	Jane Burns	<u>Update – May 2019</u> To be arranged.
10.	2019/01/006	NHS Lanarkshire web site	Provide a presentation of the main features and improvements at a future PPRC meeting.	Calvin Brown	<u>Complete</u>
11.	2019/01/006	Community IT Business Case	Provide further detail about the system (Cambric Morse) in due course.	Donald Wilson	<u>Update – May 2019</u> To be provided.

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12.	2019/01/007	Duty of Candour Annual Report	It was noted that the first Duty of Candour Annual Report would be presented to the Healthcare Quality Assurance and Improvement Committee in May 2019, for onward submission to the NHS Board in May 2019.	Karon Cormack	<u>Update – May 2019</u> Report to be provided to HQAIC in July 2019.
13.	2019/01/007	Psychological Safety Tool	Tool being used by PSSD / Domestic staff - update to be provided to Staff Governance Committee in due course.	Colin Lauder	<u>Update – May 2019</u> Date to be agreed with Committee Chair
14.	2019/01/009	Model Hours of Service Scheme	Agreed to defer consideration of the Scheme until issues raised had been resolved and a revised Scheme submitted to the Board for approval.	Paul Cannon	<u>Update – May 2019</u> Clarification sought and discussion ongoing. The aim is to bring the Scheme back to the Board in August 2019
15.	2019/01/018	Performance Management	Noted that the refreshed system of reporting will be shared with the PP&RC at the Development Seminar in April 2019.	Colin Lauder	<u>Complete</u>
16.	2019/01/019	Public Health Annual Report 2017/18	Discuss the Director of Public Health Annual Report (2017/18) at the Development Session on 27 February 2019.	Gabe Docherty	<u>Complete</u>

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17.	2018/11/168	Annual Review 2018	Public Session to be arranged	Paul Cannon	<u>Complete</u> Held on Wednesday 3 April 2019 from 11.00am - 12.30pm, in the Medical Education & Training Centre, Kirklands Hospital.
18.	2008/11/171 2008/11/171	Bereavement Care Bereavement Care	Consider spreading more widely the excellent work delivered by the Bereavement Care Steering Group. It was also suggested that the topic might be included in the list of potential Patient Story items at a future Board meeting.	Jane Burns Irene Barkby	<u>Update – May 2019</u> This feedback was discussed at the last Bereavement Care Group and it is planned to produce a digital story to be shared with the Board in 2019.
19.	2018/08/132	MRRP	Agreed to receive a report on the outcome of the Consultation Exercise at the November 2018 NHS Board meeting.	Colin Lauder	<u>Update – May 2019</u> This has been put on hold pending the output of the Independent Review Team which has been established.
20.	2018/08/135	Workforce Plan	Agreed it would be helpful to receive a more detailed report on workforce issues and actions being taken initially through the Staff Governance Committee, on 25 February 2019, and to come to the March 2019 Board for assurance.	John White / Lilian Macer	<u>Complete</u>