NHS BOARD: 26 August 2020

ACTION LOG FOR LANARKSHIRE NHS BOARD FROM JANUARY 2014

ACTIVE ITEMS LISTED IN SECTION 1 / COVID-19 RELATED ON HOLD ITEMS IN SECTION 2

SECTION 1 - ACTIVE ITEMS

	MINUTE REF	SUBJECT	ACTION	LEAD PERSON	PROGRESS TO DATE
1.	2020/07/152	Forensic Medical Services	Provide an update to the Board in August 2020	R McGuffie	The regional model has not been finalised and could likely be another 2-3 months before that is agreed. A further update will be provided in September 2020
2.	2020/07/153	Staff Awards	Work is underway on a virtual ceremony	K Sandilands	Ongoing
3.	2020/07/153	Annual Review	Share the details of the meeting on 10 December 2020	P Cannon	**Complete**
4.	2020/07/156	Governance Arrangements	Share Project Initiation Document	P Cannon	This will be shared once approved by the National Steering Group on Corporate Governance
5.	2020/07/157	Governance Committee update – Suicide Reviews	Update on securing independent reviewers to be brought back to the Board via the Healthcare Quality Assurance & Improvement Committee	J Burns	Update to be provided after the Healthcare Quality Assurance & Improvement Committee meeting in September 2020
6.	2020/07/162	Mental Health and Learning Disabilities	To be discussed in detail at the next Population Health, Primary Care and Community Services Governance Committee	R McGuffie	On agenda for next meeting in September 2020

7.	2020/07/163	Response & Recovery Planning	Share the associated Communication Plan with Board Members in due course	C Brown	Ongoing
8.	2020/07/165	Health Inequalities	The Board reaffirmed its commitment to taking forward reducing Health Inequalities as a key priority in the coming months	H Knox / G Docherty	A seminar is being arranged for September 2020
9.	2020/07/170	Monklands Replacement Project	Briefing session for the Board to be identified for mid-August 2020	P Cannon	**Complete.** Held 20 August 2020
10.	2020/07/171	Flu vaccination planning	Update to be provided on the mitigation in place so that this can be delivered	G Docherty	Update provided within the COVID update (August 2020)
11.	2020/06/152	Response, Recovery and Redesign Out of Hours services & Unscheduled care	Further report will be provided to the August NHS Board meeting	V de Souza / R McGuffie / J Park	Update provided within the COVID update (August 2020)
12.	2020/06/154	Non Executive Board Member Leadership walkrounds	Separate protocol for visits outwith Monday to Friday 9.00am to 5.00pm walkrounds for August Board, for approval	J Burns	On agenda for August 2020 Board
13.	2020/05/112	Hand Hygiene	Review the process of auditing Hand Hygiene compliance	Eddie Docherty	**Ongoing** The review of hand washing audit processes will be part of a whole system review of infection prevention and control throughout NHSL (add to workplan for June 2021)
14.	2020/01/18	Non Executive Board Member portfolios	Review of Non Executive Board Member portfolios to be undertaken	Neena Mahal / Paul Cannon	**Ongoing** Further review to take place in October / November 2020

SECTION 2 – COMPLETE OR COVID-19 RELATED ITEMS ON HOLD

	MINUTE REF	**SUBJECT**	**ACTION**	**LEAD PERSON**	**PROGRESS TO DATE**
15.	2020/07/153	Annual Review	Share the details of the meeting on 10 December 2020	P Cannon	**Complete**
16.	2020/07/170	Monklands Replacement Project	Briefing session for the Board to be identified for mid-August 2020	P Cannon	**Complete.** Held 20 August 2020
17.	2020/06/130	Patient Safety Walk Rounds	Paper to be presented to the Board at the meeting to be held on 30 June 2020 for discussion	J Burns	**Complete** Further paper on Monday to Friday 9.00am to 5.00pm visit protocol to be presented to August 2020 Board meeting
18.	2020/06/131	Black, Asian and Minority Ethnic staff	Report to be provided at the July meeting to update the Board on the impact of the guidance and how the Board was responding to this	K Sandilands	**Complete** On agenda
19.	2020/06/132	Audit Reports	List of reports received from Internal Audit. Reports being redirected to appropriate Governance Committees (copied to Directors) for awareness	P Cannon	**Complete**
20.	2020/06/134	Covid-19 lessons learned	Provide update to NHS Board at July 20202 meeting	G Docherty	**Complete** On agenda
21.	2020/06/134	Covid -19 update epidemiology section	Data overview should specifically highlight the sad death of the member of staff	G Docherty	**Complete**
22.	2020/06/139	Revised Governance Arrangements	Convene a meeting of all Governance Committee Chairs to determine a common framework to guide Governance Committees to begin meeting	P Cannon	**Complete** Update on agenda

23.	2020/06/143	Monklands Replacement Project	Agreed to await a report from the Monklands Replacement Oversight Board, and to discuss this at the Special Board meeting on 30 June 2020	C Lauder	**Complete**
24.	2020/04/96	Forensic Medical Services	Provide updates and sight of the final model for approval	Ross McGuffie	**Complete** **Added to Workplan for August 2020**
25.	2020/03/54	Mental Health Complex Care beds	Business Case to return to Board in due course	Ross McGuffie	**Complete** **Added to Workplan for late 2020**
26.	2020/01/13	Whistleblowing Standards	Update NHS Board on arrangements to come into effect in July 2020	Kay Sandilands	**Paused due to Covid-19**
27.	2020/01/23	Car Parking Management Policy	Tests of change approved and updates to be provided. Communications Plan should be shared with Board Members to keep them apprised	Colin Lauder Calvin Brown	**Paused due to Covid-19**
28.	2020/01/25	Urgent Care Out of Hours - Workforce Model	Future reporting should come to HQAIC and to the NHS Board and should include milestones for progress	Marianne Hayward	**Paused due to Covid-19**
29.	2019/10/151	UKAP guidance	Review UKAP guidance and provide a further report on the benefits and risks of developing an NHS Lanarkshire policy on mandatory testing	Gabe Docherty	**Paused due to Covid-19**
30.	2019/08/116	Innovation update	Provide update	Colin Lauder	**Paused due to Covid-19**
31.	2019/08/116	Stakeholder Engagement	Consider engagement event in place of Ministerial Review	Neena Mahal / Paul Cannon / Calvin Brown	**Paused due to Covid-19**
32.	2019/08/118	Spiritual Care & Wellbeing Centre	Arrange visit to University Hospital Wishaw for Board Members	Paul Cannon	**Paused due to Covid-19**

33.	2019/08/122	Hospital At Home	Arrange visit	Paul Cannon	**Paused due to Covid-19**
34.	2019/10/151	UKAP guidance	Review UKAP guidance and provide a further report on the benefits and risks of developing an NHS Lanarkshire policy on mandatory testing	Gabe Docherty	**Paused due to Covid-19**
35.	2019/08/132	Population Health, Primary Care and Community Services Governance Committee	Requested that the Health Inequalities Statement be presented to the NHS Board in January 2020, for its approval	Gabe Docherty	**Paused due to Covid-19**
36.	2019/01/006	Community IT Business Case	Provide further detail about the system (Cambric Morse) in due course.	Donald Wilson	**Paused due to Covid-19**

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