

NHS BOARD: 27 OCTOBER 2021

ACTION LOG FOR LANARKSHIRE NHS BOARD

ACTIVE ITEMS LISTED IN SECTION 1 / COMPLETED ITEMS SINCE THE LAST MEETING IN SECTION 2 / COVID-19 RELATED PAUSED IN SECTION 3 / COMPLETE LOG IN SECTION 4 (NOT INCLUDED)

SECTION 1 - ACTIVE ITEMS

| | <u>MINUTE REF</u> | <u>SUBJECT</u> | <u>ACTION</u> | <u>LEAD PERSON</u> | <u>PROGRESS TO DATE</u> |
|----|-------------------|--------------------------|--|--------------------|--|
| 1. | 2021/08/186 | Forensic Medical Service | Provide update at October Board meeting | R McGuffie | <u>Complete</u> On agenda |
| 2. | 2021/08/187 | Staff Wellbeing | Staff Governance Committee to reflect on the discussion and identify how recording issues could be improved and what more could be put in place to support staff wellbeing | L Macer | <u>Ongoing</u> November SG Meeting |
| 3. | 2021/08/192 | Redesign of Urgent Care | Agreed to receive a further report in November 2021 on the outcomes of this work relative to the stated objectives of the programme | C Lauder | <u>Ongoing</u> November 2021 |
| 4. | 2021/08/192 | Redesign of Urgent Care | Noted that discussions would be taken forward with University partners on research opportunities | J Burns | <u>Ongoing</u> Update in November 2021 |
| 5. | 2021/08/192 | Redesign of Urgent Care | Asked that the High Resource Users Research should be recirculated for information | P Cannon | <u>Complete</u> Circulated |

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| 6. | 2021/08/193 | Performance issues | Noted that the Population Health, Primary Care and Community Services Governance Committee would discuss GP sustainability and Out of Hours pressures | S Sengupta | <u>Ongoing</u> Update at November 2021 meeting |
| 7. | 2021/08/193 | Performance issues | Noted that the Acute Governance Committee would be provided with an update on the use of the Independent Sector | J Park | <u>Ongoing</u> Update at December 2021 meeting |
| 8. | 2021/08/194 | Local Improvement Plans (CAMHS and Psychological Therapies) | Noted that these would be discussed in more detail, and monitored in year, by the Population Health, Primary Care and Community Services Governance Committee | R McGuffie | <u>Ongoing</u> Update at March 2022 meeting |
| 9. | 2021/08/195 | Primary care Improvement Plan | Noted that the Population Health, Primary Care & Community Services Committee would be discussing aspects of the Plan in greater detail | L Findlay | <u>Ongoing</u> Update at March 2022 meeting |
| 10. | 2021/08/196 | Global Citizenship programme | Agreed to receive 6 monthly updates on progress | J Logan / I Beattie | <u>Ongoing</u> Update in April 2022 |
| 11. | 2021/08/199 | Hand Hygiene | Noted the update and the efforts in particular to improve adherence to Hand Hygiene standards and asked for further reports on actions being undertaken to gain assurance | T Marshall | <u>Ongoing</u> Update in December 2021 Board meeting |
| 12. | 2021/08/200 | Staff Wellbeing | Asked for the Staff Governance Committee to consider the Sturrock Action Plan and what else needed to be done in relation to supporting the right culture | L Macer | <u>Ongoing</u> Update at December 2021 Board meeting |
| 13. | 2021/08/201 | Strategy Map | Agreed to await further information on the revised draft of the Vision, Purpose and Key Priorities | C Lauder | <u>Ongoing</u> Update at November PPRC meeting |

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| 14. | 2021/08/201 | Strategy Map | Noted the intention to bring back the revised Strategy Map at the November Planning, Performance & Resources Committee meeting | C Lauder | <u>Ongoing</u> Update at November PPRC meeting |
| 15. | 2021/06/152 | Health Inequalities report | Report would include a note of the discussions with both North and South Community Planning Partnerships that took place after the Seminar | H Knox | <u>Complete</u> Update provided at Board briefing session in September |
| 16. | 2021/06/152 | Staff Wellbeing – access to Endowment Funds | Board Officers should redouble efforts to promote the existence of the funds and reassure staff that these funds are being released quickly, through the Staff Wellbeing Working Group | E Docherty / L Macer | <u>Complete</u> Endowments funds bids being considered |
| 17. | 2021/06/154 | Staff Resilience | What steps are the Board taking to measure the impact on staff wellbeing. Mrs Sandilands agreed to share the results of discussions with the Board in due course | K Sandilands | <u>Ongoing</u> The Staff Health and Wellbeing group are currently exploring organisational measures of wellbeing and will report back in due course <u>Progress update</u> Timeline to be agreed |
| 18. | 2021/06/156 | Employability | This was being taken forward by the Committee and work on this would be brought back through the Committee new strategy | K Sandilands / L Macer | <u>Ongoing</u> Update after Staff Governance Committee meeting in September 2021 <u>Progress Update</u> Deferred to Staff Governance Committee meeting in November – Bring back to December Board |
| 19. | 2021/06/158 | Active Governance | Agreed to receive an update on the Active Governance actions in October 2021 | C Lauder | <u>Ongoing</u> On workplan for October Board <u>Progress Update</u> Deferred due to system pressures. New timeline to be agreed |

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| 20. | 2021/06/161 | Staff Networks | Update would be provided at a future Board meeting on the networks and actions being taken | K Sandilands | <p><u>Ongoing</u> Update after SGC meeting in September 2021</p> <p><u>Progress Update</u> On agenda for October Board</p> |
| 21. | 2021/06/161 | Staff Wellbeing | Agreed to receive a bi-annual update on mental health & long COVID absence in 2021. | K Sandilands | <p><u>Ongoing</u> Schedule for November & June</p> |
| 22. | 2021/04/97 | Centre for Sustainable Delivery | Invite the Centre Clinical Director to attend a Board / PPRC meeting to update the NHS Board on the plans for the Centre | H Knox | <p><u>Ongoing</u> Dates being canvassed</p> <p><u>Progress Update</u> 22nd October. Date cancelled due to system pressures</p> |
| 23. | 2021/04/99 | Workforce data | An update to be provided on how the improvement plan around inputting diversity data by all staff at the September 2021 Board meeting | K Sandilands | <p><u>Ongoing</u> 29 September 2021</p> <p><u>Progress Update</u> Update to be provided December Board</p> |
| 24. | 2021/04/102 | Capacity Plan | Capacity Plan being developed. To be shared with the Board in due course | J Park | <p><u>Ongoing</u> To be discussed at Acute Governance in first instance</p> <p><u>Progress Update</u> Timeline to be agreed</p> |
| 25. | 2021/04/103 | Resilience | Noted that regular updates on progress would be provided to PPRC in relation to COP26 and UEFA Football Matches being held in Glasgow later in 2021 | G Docherty | <p><u>Ongoing</u> September and October updates to be provided</p> <p><u>Progress Update</u> On agenda for October Board</p> |

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| 26. | 2021/02/37 | Covid impact on Public Health functions | An overview of the impact of covid on the department should be provided to the NHS Board | G Docherty | <p><u>Ongoing</u> Paper drafted - requires further discussion at CMT</p> <p><u>Progress Update</u> Timeline to be agreed</p> |
| 27. | 2021/02/47 | Redesign of Urgent Care | Further updates would be provided to the Board at regular intervals | C Lauder | <p><u>Ongoing</u> Provide updates in May / August / November</p> |
| 28. | 2021/02/49 | Forensic Medical Services | The self-evaluation report would be updated and brought back to the Board once the regional model was up and running. | R McGuffie | <p><u>Ongoing</u> Provide 6-month update at October Board</p> <p><u>Progress Update</u> On agenda for October Board</p> |
| 29. | 2020/09/204 | Innovation update | Update to be provided to the Board | J Burns | <p><u>Ongoing</u> Board seminar being planned for October 2021 – date to be confirmed</p> <p><u>Progress Update</u> Seminar paused due to system pressures</p> |
| 30. | 2020/10/246 | South Lanarkshire Integration Scheme | Noted that a more detailed review of the South Lanarkshire Integration Scheme be undertaken within 12 months, or sooner if the global pandemic allows for this to be prioritised. | S Sengupta | <p><u>Ongoing</u> Target date is August 2021 – under review</p> <p><u>Progress Update</u> Review to be commenced. Paper on agenda for October Board</p> |

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| 31. | 2020/07/165 | Health Inequalities | A training session is to be arranged for Board Members on Equality & Diversity | H Knox / G Docherty | <p><u>Ongoing</u> Date for seminar being canvassed in November 2021</p> <p><u>Progress Update</u> Due to system pressures, deferred until early 2022</p> |
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SECTION 2 – COMPLETE (August 2021)

| | <u>MINUTE REF</u> | <u>SUBJECT</u> | <u>ACTION</u> | <u>LEAD PERSON</u> | <u>PROGRESS TO DATE</u> |
|----|--------------------------|-----------------------------|--|---------------------------|--|
| 1. | 2021/07/170 | Acute Governance Committee | Dr Osborne sought advice on the continuation of standing down the Acute Governance Committee | P Cannon | <u>Complete</u> |
| 2. | 2021/07/173 | Visit to Wester Moffat site | Express an interest in participating in a visit to the site of the new University Hospital Monklands (Wester Moffat) | P Cannon | <p><u>Complete</u></p> <p>Names passed on the the Monkland Replacement Project Team</p> |
| 3. | 2021/07/175 | Service Pressures | Briefing papers to be circulated to all Board Members in advance of a fuller report to the August Board on whole system service pressures. | C Lauder | <u>Complete</u> |
| 4. | 2021/03/78 | Whistleblowing | Provide quarterly report on cases and activity | K Sandilands | <p><u>Complete</u></p> <p>Q1 (April – June) on agenda - August Board</p> |
| 5. | 2021/01/16 | Care Home Support | In response to a question from Dr Osborne, Mr Eddie Docherty agreed to provide an update to Board Members following the second round of Care Home Visits | E Docherty | <p><u>Complete</u></p> <p>Second round completed in June – report included in August Board update</p> |

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| 6. | 2020/10/245 | Global Citizenship Programme | Agreed to review this further in March 2021 | J Logan | Complete Report on agenda for August Board meeting – further update in January 2022 |
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SECTION 3 – COVID-19 RELATED ITEMS PAUSED

| | <u>MINUTE REF</u> | <u>SUBJECT</u> | <u>ACTION</u> | <u>LEAD PERSON</u> |
|----|--------------------------|-----------------------------------|--|---------------------------|
| 1. | 2020/07/156 | Governance Arrangements | Framework to be provided to Committee Chairs for review of Committee Terms of Reference closed | P Cannon |
| 2. | 2020/01/23 | Car Parking Management Policy | The working group has been re-established, will provide further update in October 2021 | C Lauder |
| 3. | 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 | G Docherty |
| 4. | 2019/08/118 | Spiritual Care & Wellbeing Centre | Arrange visit to University Hospital Wishaw for Board Members | P Cannon |
| 5. | 2019/08/122 | Hospital At Home | Arrange visit | P Cannon |

Reviewed October 2021