

RAG Rating Guide

Red	Red - Action date passed - action not complete
Orange	Orange - Action not on target for completion by agreed/revisted date
Yellow	Yellow - Action on target to be completed by agreed/revisted date
Green	Green- Action complete
Blue	Blue - Action to be removed and replaced by subsequent action

Meeting	Date Raised / Action Ref	Action	Update	Original Target Date	Revised Target Date	Lead	Status (Open or Complete)
Open Actions- for action							
Board	PHW Public 27/05/2021 PHW 251.1/2021 Quality and Improvement Strategy	Progress discussions on the Quality Improvement Hub outside the meeting.	<p>23.9.21 Update As identified in the Quality and Improvement implementation approved plan, the Improvement Hub is due to be established by November 2021, a draft proposal for the hub is currently in development and will be considered by the Business Executive in September.</p> <p>22.11.21 Update - Executive colleagues are currently working the mechanics of the hub and will update Board in due course</p>	30-Nov	Request change of date Jan 2022	RB-W	In progress
Items recommended for closure at Board meeting 25 November 2021							
Public Board	PHW 2021.09.30/287.2	Strategic Risk Update Following discussions the Board agreed that Risk 2 was now more appropriately located within the Corporate Risk Register but should remain under active consideration. Members noted that Risk 4 was confidential in nature and subject to consideration in private Board session.	18.11.21 Update - the risk remains under active consideration and scheduled for further executive consideration at BET in December 2021. The results will be reported to Board in January 2022			RB-W	Complete
Public Board	PHW 2021.09.30/287.3	Report: Tuberculosis Outbreak (Llwynhendy) SG proposed that, instead of national best practice, the Terms of Reference should refer to international best practice. MK agreed that this would be helpful and agreed to amend the Terms of Reference.	18.11.21 Update - terms of refence have been amended as suggested.			MK	Complete
Public Board	PHW 2021.09.30/286.4	Integrated Performance Report NL advised that the People and Organisational Development Committee would, at its 15th October meeting, focus on these issues. He then invited questions: <ul style="list-style-type: none"> SG sought confirmation on the monitoring of the annual flu vaccination process, to ensure as high a level of compliance as possible. RB-W confirmed the flu campaign launch was imminent and would, as always, include rigorous monitoring. MM welcomed the revised format and suggested the inclusion of equality indicators in the future 	18.11.21 Update - the people and Organisational Development Committee focussed on the issues raised and the report to Board is enclosed within the Committee Chair's report on the 25 November Board agenda.			NL	Complete
Public Board	PHW 25/02/2021 225.1/2021 Chief Executive's Report	The chairs and lead executives of QSIC and POD to determine the exact assurance arrangements.	<p>25.3.21 Update - item in progress, action not yet due</p> <p>7.5.21 Update - discussion being scheduled for early June to determine arrangements. Board is asked to agree the revised date.</p> <p>29.9.21 Update This relates to the Health Protection Expansion Programme. Work is ongoing to determine the appropriate assurance arrangements. Following the outcome of this discussion, report will be presented to QSIC and POD in their meetings in the Autumn, and reported back to the Board through the Committee Composit report to the Board. Board is asked to agree the revised date.</p> <p>18.11.21 Update- People and OD Committee undertook a deep dive at its October meeting, the report of which is ncluded to the Board in the Chair's Committee report to 25 Nov Board. QSIC and POD Committees will continue to seek respective assurances in relation to their committees remits</p>	30/05/21	18/06/2021 25/11/21	KE/RB-W//AJ/M/NL	Complete
Public Board	PHW 29/07/2021 278.2/2021 Integrated Performance Report	JW queried the impact of recruiting an additional 242 WTE staff on the diversity of the workforce; she asked POD to look at this issue, as part of its wider work on diversity and inclusion and update the Board accordingly	<p>23.9.21 Update Action will form part of the Committees work programme and also be considered as part of the gender Pay Gap report</p> <p>18.11.21 Update - the topix was discussed in the October Committee deep dive and will continue to be part of discussions when the Committee considers the gender Pay Gap report in early 2022 - following which an update will be provided to the Board</p>	31-Jan		MM/NL	Complete
Public Board	PHW 2021.09.30/286.4	Integrated Performance Report KE asked why August data had not been available for inclusion. MK undertook to examine any data lag and seek to resolve this where possible.	18.11.21 Update - data not encompassed within the report			MK	Complete