

**RAG Rating Guide**

Red	Red - Action date passed - action not complete
Orange	Orange - Action not on target for completion by agreed/revised date
Yellow	Yellow - Action on target to be completed by agreed/revised 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)
<b>Open Actions</b>							
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><b>25.3.21 Update</b> - item in progress, action not yet due</p> <p><b>7.5.21 Update</b> - discussion being scheduled for early June to determine arrangements. Board is asked to agree the revised date.</p> <p><b>29.9.21 Update</b> 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. <b>Board is asked to agree the revised date.</b></p>	30/05/21	18/06/2021 <b>25/11/21</b>	KE/RB-W//AJ/M M/NL	In progress
<b>Items not yet due</b>							
Public Board	PHW Public 27/05/2021 PHW 251.1/2021 Quality and Improvement Strategy	Progress discussions on the Quality Improvement Hub outside the meeting.	<b>23.9.21 Update</b> 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.	30-Nov		RB-W	In progress
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	<b>23.9.21 Update</b> Action will form part of the Committees work programme and also be considered as part of the gender Pay Gap report	31-Jan		MM/NL	In progress
<b>Items recommended for closure at Board meeting 30 September 2021</b>							
Public Board	PHW Public 27/05/2021 PHW 250.2/2021 Integrated Performance Report	Workforce: NL to resume required training (statutory manual handling and basic life support training) in the summer	<b>29.9.21 Update</b> All face to face advanced statutory and mandatory training has resumed (Violence and Aggression Breakaway, Adult and Paediatric Basic Life Support and Moving and Handling Modules B and C) with external providers commissioned until the end of the financial year. Fire Safety Awareness training remains an interim e-learning package. Ongoing training needs are being discussed as part of our enabling new/future ways of working	30/09/21		NL	Complete
Public Board	PHW 29/07/2021 278.1/2021 Chief Executive's Report	Several Young Ambassadors would join the Board at the October 2021 development session and RB-W set out the preparations for this.	<b>23.9.21 Update</b> Preparations being made for October Board session; further information will be provided to Board members as part of the october session preparations			RBW	Complete

Meeting	Date Raised / Action Ref	Action	Update	Original Target Date	Revised Target Date	Lead	Status (Open or Complete)
Public Board	PHW 29/07/2021 278.1/2021 Chief Executive's Report	MK added detail on the development of a sustainable health protection response model; he referenced the changing context, particularly with the successful roll-out of the all Wales vaccination programme. The revised operating model, introduced on 5 July, 2021, on an interim basis, provided for a national all Wales centralised team- COVIDAWARE- and consultant and practitioner-level support at regional level. The introduction of the changes had exposed the need for further work to clarify roles and responsibilities across the system and two forthcoming learning events (with local government and then the wider system respectively) would set out to do this, whilst also capturing the learning. MK would keep the Board updated on this work.	<b>24.9.21 Update</b> MK will provide a verbal update during the 30 September Board agenda.			MK	Complete
Public Board	PHW 29/07/2021 278.2/2021 Integrated Performance Report	MM raised the performance around completed risk assessments; this had been static at around 56% for the last three months. POD had considered additional actions to improve the position, including consideration of data at a departmental level, to support focused actions. NL added further detail on the work underway and MM confirmed that POD would continue to scrutinise these two issues, on behalf of the Board.	<b>23.9.21 Update</b> The topic remains on the People & OD Committee agenda, next meeting 14 Oct 2021			MM/NL	Complete
Public Board	PHW 29/07/2021 278.2/2021 Integrated Performance Report	HG reminded the Board that this was an early stage in the financial year; he confirmed the forecast break-even position and projected achievement of all financial targets. HG drew attention to the additional in-year capital investment; this represented funding on a collaborative, all Wales basis and, also, funding to begin the digital breast screening replacement programme, following Ministerial approval. Finally, HG advised that, given the ongoing risks associated with COVID-19, it would be appropriate to review the overall position at mid-year and to determine the need for any financial allocation adjustments.	<b>Update 23.09.21</b> - The mid-year review will be incorporated into our standard review processes and reported to Board accordingly. Action proposed to be closed.			HG	Complete
Public Board	PHW 29/07/2021 278.2/2021 Integrated Performance Report	MM asked if it was possible to quantify both the screening backlog and the resources needed to address this. MK confirmed the further detail available for each screening programme; he would share this.	<b>24.9.21 Update</b> Briefing note circulated w/c 27 Sept to Board members for information			MK	Complete