

Ref		Action Required	Owner	Expected Completion Date	Update	Status	
Meeting Date	Minute No					Ongoing	Closed
18.12.18	134	Cowlairs Decontamination Unit <ul style="list-style-type: none"> Update to Acute Services Committee in January 2019. Investigation Report to be presented to Board in due course. 	Director of Estates and Facilities Director of Estates and Facilities	January 2019 April 2019	Complete. On forward planner.	✓	✓
18.12.18	136	Public Health Strategy Monitoring Framework to be developed and presented to Public Health Committee.	Director of Public Health	January 2019	Complete.		✓
18.12.18	136	Unconscious Bias Include topic on unconscious bias at future Board Seminar.	Director of Public Health	March 2019	On forward planner for March Seminar.	✓	
18.12.18	138b	West of Scotland Regional Planning Systemic Anti Cancer Therapy Full Business Case including case studies and data to be presented to Board.	Medical Director	June 2019	On forward planner for June Board meeting.	✓	
18.12.18	140	Performance Trajectories To be included in Performance Report in February 2019.	Director of Finance	February 2019	Complete.		✓
18.12.18	140	Delayed Discharges <ul style="list-style-type: none"> Report on capacity within community settings to be presented to Acute Services Committee. Investigate the possibility of including broad reasons for delayed discharge in performance report. 	Chief Officer, Glasgow City HSCP Director of Nursing	March 2019 February 2019	On forward planner for March Acute Services Committee Meeting. Detailed in the Integrated Performance Report	✓	✓
18.12.18	140	Internal Report on Sickness Absence Update on progress of actions to address issues raised within the report to be presented to Acute	Director of HR and OD	March 2019	On forward planner for March Acute Services Committee Meeting.	✓	

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		Services Committee.					
18.12.18	141	HEI Inspection at Royal Alexandra Hospital Full report to be presented to Clinical & Care Governance Committee once available.	Director of Nursing	March 2019	On agenda of Clinical & Care Governance Committee Meeting March 2019.		✓
18.12.18	145	Risk Management Process Briefing note detailing the risk management process to be drafted for Board members.	Director of Finance	April 2019	An update on the process will be considered by the Audit Committee in March. A bring note will be prepared thereafter. Risk Management will be a Seminar topic in the coming year .	✓	
18.12.18	146	Financial Plan Once guidance on Three Year Financial Planning and Performance was available, the Financial Plan would be finalised and presented to the Board.	Director of Finance	April 2019	On forward planner for April 2019 Board Meeting.	✓	
16.10.18	112	Hub Scheme Clydebank Financial Close to be presented to Board Meeting in June 2019.	Director of Estates and Facilities	June 2019	On Forward Planner for June 2019 Board meeting.	✓	
16.10.18	114	Primary Care Improvement Plans 6 monthly progress report to be presented in February 2019.	Chief Officer, Renfrewshire HSCP	April 2019	On Forward Planner for April 2019 Board meeting.	✓	
16.10.18	117	Acute Performance Paper detailing the causes of increased demand to be drafted for consideration by the Acute Services Committee.	Director of Finance	January 2019	Presented to the Acute Services Committee in January 2019		✓
16.10.18	117	CAMHS Progress report on CAMHS review and performance.	Chief Officer, East Dunbartonshire HSCP	February 2019	On agenda for February 2019 Board Meeting.		✓
22.08.18	93	Moving Forward Together(MFT) – Progress within Community Pharmacy Further update to be provided as to how community pharmacy links with the MFT Programme and OOH Review.	Medical Director	December 2018	On Forward Planner for June 2019 Board meeting.	✓	
16.10.18	113	MFT Communications and Engagement Strategy paper to be drafted.	Director of Communications	April 2019	On Forward Planner for April 2019.	✓	

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22.08.18	94	Digital Strategy 2018-22 Minor amendments to be made to the Strategy and Implementation update to be provided to the Board in due course – linked to MFT.	Director of eHealth	April 2019	Paper amended. Implementation update on Forward Planner for June Board meeting.	✓	
26.06.18	58	Public Health Priorities Chief Officers to provide an update on how public health priorities are being considered by local authorities and if similar approaches to GCC are planned.	Chief Officers	December 2018	Director of Public Health has discussed public health priorities with Chief Officers and attended CPPs and IJBs. Feedback agreed to Public Health Committee.		✓
26.06.18	62	Patient Experience Report To consider the role of the Clinical & Care Governance Committee and other standing committees in the scrutiny of particular areas such as complaints.(see action relating to Minute no. 42)	Head of Corporate Governance and Administration	June 2019	Minute 62 and 42 form part of a governance review to be undertaken by the end of the financial year	✓	
26.06.18	76	Project Search Chief Officers to discuss undertaking this project with respective IJBs.	Chief Officers	December 2018	Under review by Chief Officers.	✓	
26.06.18	69	Reserves Arrange a Board session to ensure a wider understanding of the use of reserves in IJBs	Head of Corporate Governance and Administration	November 2018	Considered at the Board Seminar in January 2019.		✓
17.04.18	42	Annual Governance Review Amendments to include whistle blowing as part of Appendix O and amend section 5.1 to include delegation of decisions to Clinical & Care Governance Committee.	Head of Corporate Governance and Administration	June 2019	A/A – minute 62.	✓	
TOTAL						15	9

G Mathew 11/02/19