

**MATTERS ARISING**  
**Rolling Actions List**  
**NHSGGC Board**

Paper Number 19/45

Meeting Date: 22<sup>nd</sup> October 2019

Ref		Action Required	Owner	Expected Completion Date	Update	Status	
Meeting Date	Minute No					Ongoing	Closed
18.12.18	138b	<b>West of Scotland Regional Planning Systemic Anti-Cancer Therapy</b> Further information including case studies and data to be presented to Board.	Medical Director	October 2019	On FP&P Committee agenda for October and Board Meeting agenda for October 2019 as part of MFT update. Update to Board in October.		✓
25.06.19	72	<b>Cleanliness Balanced Scorecard</b> Present report to Finance, Planning and Performance Committee detailing staffing levels, challenges, and actions.	Director of Estates and Facilities	September 2019	On forward planner for FP&P Committee (date TBC) as part of the Estates and Facilities Workstream of the Internal Review as agreed at Board meeting in August 2019.	✓	
25.06.19	81	<b>Review of Governance</b> Review Scheme of Delegation and Standing Committee Terms of Reference.	Head of Corporate Governance and Administration	December 2019	On forward planner (date TBC) for Board meeting following outcome of national review Blueprint for Good Governance.	✓	
20.08.19	89	<b>Brexit Readiness Update</b> Present update to Board members on Brexit preparations at Board Seminar.	Head of Corporate Governance and Administration	September 2019	Complete. Update provided to Board Seminar in September 2019.		✓
20.08.19	93	<b>West of Scotland Trauma Programme</b> Present update to FP&P Committee.	Medical Director	October 2019	On agenda for FP&P Committee in October 2019 and Board Meeting in October 2019 as part of MFT update. Update to Board in October.		✓

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20.08.19	87 & 95	<b>Integrated Performance Report</b> <ul style="list-style-type: none"> <li>• Include site specific information about GP out of hours closures.</li> <li>• Consider additional metrics for which could be included under Better Workplace section to enhance measures of performance.</li> </ul>	Director of Finance/Chief Operating Officer	October 2019	Update to Board meeting in October 2019 as part of Integrated Performance Report.		✓
			Director of HR and OD	October 2019	Update to Board meeting in October 2019 as part of Integrated Performance Report.		✓
20.08.19	96	<b>Significant Clinical Incidents</b> Confirm discussion re SCI's at Clinical & Care Governance Committee	Medical Director	December 2019	Update to Board meeting in December 2019 as part of Committee update.	✓	
20.08.19	97	<b>HAIRT</b> Include hand hygiene reports for each hospital in next HAIRT report to Board.	Acting Infection Control Manager/ Medical Director	October 2019	To be included as part of HAIRT report to Board in October 2019.		✓
20.08.19	98	<b>Increased Waiting Times</b> Provide further information to Acute Services Committee on the causes of increased waiting times.	Chief Operating Officer	November 2019	Update to Board meeting in December 2019 as part of Committee update.	✓	
20.08.19	99	<b>Annual Operational Plan</b> Publish the Annual Operational Plan.	Head of Corporate Governance and Administration	October 2019	Update to Board meeting in October 2019.		✓
20.08.19	101	<b>IJB Budget Reporting</b> Identify Board Seminar slot to discuss in depth.	Head of Corporate Governance and Administration	October 2019	On forward planner (date TBC) for Board Seminar.	✓	

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<b>TOTAL</b>							5	7
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