

**ROLLING ACTIONS LIST  
AREA PARTNERSHIP FORUM**

**PAPER N°  
Meeting Date: 20<sup>th</sup> November 2019**

Meeting	Agenda Item	Action Required	Owner	Expected Completion Date	Update	Status	
						Ongoing	Closed
APF 18.08.19	3	<b>Letter to go to COs/Directors/Etc refreshing Working in Partnership principles when engaging in service reviews/redesigns</b>	Dorothy McErlean/ Sarah Leslie	December 2019			√
APF 22.05.19	7	<b>MINF - Meeting to establish meaningful engagement to be set up</b>	Anna Baxendale/ Sarah Leslie	August 2019			√
APF 22.05.19	10	<b>A meeting of the Workforce Statistics Group will be set up as soon as possible</b>	Jonathan Pender Anne MacPherson				√

APF 14.08.19	4	<b>Widening Access to Employment: Reps required for governance groups when set up</b>		September 2019	Moira Macdonald currently drafting ToR for groups. Will send to OC when complete	√	
APF 14.08.19	5	<b>KSF: Process used by Facilities to be shared</b>	Sarah Leslie/ Rose Anderson	September 2019			√
APF 14.08.19	9	<b>Stephen Harris will be asked to the February meeting to speak to the Information Governance: Acceptable Use Policy</b>	Olivia Cornacchia	February 2020	Internet Use Policy withdrawn from agenda. Stephen Harris unable to attend September. Move to later meeting.	√	
APF 14.08.19	10	<b>PCS(AFC)2019/06: Pay During Annual Leave – Request for Staff Side Representation for Technical Reference Group</b>	Secretariat	September 2019			√

APF 14.08.19	12	<b>Public Holidays: Awaiting guidance from STAC regarding moving the date of the May Day holiday</b>	STAC	September 2019			√
APF 14.08.19	8	<b>NM to add Primary Care Programme Board.</b>	Nicole Morrow	December 2019			√
		<b>Agree on frequency of reporting with work stream leads</b>					√
<b>APF 14.08.19</b>	6	<b>An APF Forward Planner will be developed</b>	Nicole Morrow/ Olivia Cornacchia	December 2019			√
<b>APF 20.11.19</b>	5	<b>Send comments on Draft Guidance on Countering Abuse on Social Media to Admin Assistant</b>	All	December 2019			√
<b>APF 20.11.19</b>	8	<b>Identify staff side representation for Transport Hub Group</b>	DMcE	December 2019			√
<b>APF 20.11.19</b>	9	<b>Identify staff side representation for NHSGGC Workforce Strategy Group</b>	DMcE	December 2019			√

<b>APF 20.11.19</b>	<b>12</b>	<b>Send details of what is to be included in the Workforce Statistics Report to the Admin Assistant</b>	All	December 2019		√	
<b>APF 20.11.19</b>	<b>13</b>	<b>Identify staff side and HR representation for a NHSS Workforce Policies Implementation Group/Develop a Training &amp; Implementation Plan</b>	AMacP/DMcE/ Secretariat	December 2019			√
<b>TOTAL</b>	<b>16</b>					<b>3</b>	<b>13</b>