

BOARD OFFICIAL

**MATTERS ARISING
Rolling Actions List
NHSGGC Board**

Paper Number 20/22a

Meeting Date: 30th June 2020



| Ref | | Action Required | Owner | Expected Completion Date | Update | Status | |
|--------------|-----------|--|--|--------------------------|---|---------|--------|
| Meeting Date | Minute No | | | | | Ongoing | Closed |
| 17.12.19 | 144 | Board Visits Programme Discuss and develop programme of Board member visits for 2020. | Head of Corporate Governance and Administration | February 2020 | As part of Corporate Governance paper being presented to Board Meeting on 30 th June. Note – visits under review due to COVID-19. | | ✓ |
| 17.12.19 | 144 | Whistleblowing Reporting Develop and present paper to describe reporting mechanisms. | Head of Corporate Governance and Administration | February 2020 | Linked to Interim Board Rolling Action List – Action 76 (16 th June 2020) Included in review of Whistleblowing system. | | ✓ |
| 25.02.20 | 06 | Oversight Board Update <ul style="list-style-type: none"> Provide update from Oversight Board Provide recommendations to Board once review concluded. | Chair of Oversight Board Director of Infection Prevention and Control | April 2020 | Update on Board agenda for 30 th June under QEUH/RHC. | | ✓ |
| 25.02.20 | 10 | Health Inequalities <ul style="list-style-type: none"> Consider causes of health inequalities and reduction in uptake of screening in deprived areas. Consider roll out of successful programmes. | Deputy Director of Public Health | April 2020 | On agenda for next Public Health Committee Meeting in October 2020. | | ✓ |
| 25.02.20 | 10 | Learning Disability Co-ordinator Review provision across all HSCPs and recording of health requirements of those with a learning disability. | Chief Officer, East Renfrewshire HSCP | April 2020 | COVID-19 impacted on scheduled discussion. LD Clinical Governance has restarted and will share and explore the West Dunbartonshire approach with all HSCP leads to consider how HSCPs can achieve the same good outcomes across all partnerships. | | ✓ |
| 25.02.20 | 10 | Public Health Screening Consider phased approach to reporting of performance – linked to review of governance and terms of reference. | Deputy Director of Public Health | April 2020 | On agenda for next Public Health Committee Meeting in October 2020. | | ✓ |

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| 25.02.20 | 13 | GP Out of Hours Service <ul style="list-style-type: none"> Consider current performance metrics and additional metrics to determine success of new model. Provide additional detail of rationale for selection of temporarily suspended sites, i.e. which shifts are cancelled, numbers of patients this is likely to affect etc. Undertake an EQIA in respect of the temporarily suspended sites. Consider communications and engagement with the public. Ensure adequate support to patients/transport services. Undertake appraisal of geographic access. | Interim Director of GP OOH Service | March 2020 | EQIA completed, performance metrics considered by Interim Board. Assurances received at Interim Board regarding patient transports. Ongoing monitoring of service delivery through Finance, Planning and Performance Committee. | | ✓ |
| | 14 | | | | | | |
| 25.02.20 | 11 | QEUH Update and Linked Issues <ul style="list-style-type: none"> Present final outcome of investigation report into Cryptococcus infections. Present further update on QEUH to Board. | Chief Executive | April 2020 | Cryptococcus reported in External Review Report - Update on Board agenda for 30 th June under QEUH/RHC. | | ✓ |
| 25.02.20 | 11 | Communications and Engagement Strategy Present to Board. | Director of Communications and Engagement | April 2020 | Latest version on forward planner for Board Meeting in August 2020. | | ✓ |
| 25.02.20 | 12 | Scheduled and Unscheduled Care <ul style="list-style-type: none"> Present Recovery and Implementation Plan to Acute Services Committee. Present Performance PMO information to Acute Services Committee. Provide analysis to future Board Seminar in respect of increased unscheduled care demand. | Chief Operating Officer | March 2020 | Refer to Remobilisation Plan Paper on Board agenda for 30 th June Meeting. | | ✓ |
| | | | Deputy Director of Public Health | May 2020 | On forward planner for Finance, Planning and Performance Committee in August 2020. | | ✓ |
| 25.02.20 | 13 | HEI Unannounced Inspection of QEUH Undertake a deep dive of inspection report at Clinical and Care Governance Committee. | Nurse Director | March 2020 | Complete. Deep dive of inspection report undertaken at Clinical and Care Governance Committee Meeting of March 2020. | | ✓ |
| 25.02.20 | 13 | Healthcare Associated Infection Include additional detail on local reduction aims in next HAIRT report to next Board Meeting. | Director of Infection Prevention and Control | April 2020 | Complete. Updated as part of HAIRT report to Interim Board Meetings. | | ✓ |

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| 25.02.20 | 14 | Performance Report Consider potential to report un-validated data to improve reporting timescales. | Director of Finance | April 2020 | Complete. Un-validated data included and detail provided within Performance Report. All data included within the report is indicative of current levels of performance and has still to be validated. | | ✓ |
| 25.02.20 | 14 | Intermediate Care Bed Model Discuss with Glasgow City IJB, potential to undertake a review of the intermediate care bed model to assess efficacy. | Chief Officer, Glasgow City HSCP | April 2020 | Complete. Evaluation undertaken for presentation to Finance Planning and Performance Committee in August 2020. | | ✓ |
| 25.02.20 | 14 | PDPs - KSF/TURAS Discuss with South Sector Team in respect of performance and identify improvement actions. | Chief Operating Officer | April 2020 | Complete. Review process undertaken by new Director of South Sector – Action Plan in place. | | ✓ |
| 25.02.20 | 14 | Staff Flu Vaccination Programme Consider undertaking survey of nursing staff to explore the reasons for low uptake in particular staff groups. | Nursing Director/ /Deputy Director of Public Health | April 2020 | As a result of COVID-19, the Flu Vaccination Programme will be fully reviewed and implemented with wider communications developed to support rollout of the programme. | | ✓ |
| 25.02.20 | 19 | Alcohol Brief Interventions Review ABI performance and identify improvement actions within IJBs. | Chief Officers | April 2020 | Review as part of Performance Report for August 2020 Finance, Planning and Performance Committee. | | ✓ |
| 25.02.20 | 21 | IJB Earmarked Reserves <ul style="list-style-type: none"> • Provide overview of earmarked reserves programmes, timescales for implementation and expected outcomes/benefits to Board. • Consider reporting of IJB earmarked reserves and assurance mechanisms to the Board as part of review of governance flows of information. | Chief Officers Chair of Assurance Information Short Life Working Group | March 2020 April 2020 | Linked with Interim Board Rolling Action List – Action 72a Finance Update (16 th June 2020). Will be included as part of Annual Report. Update on SLWG's progress as part of Corporate Governance paper to June 2020 Board Meeting. | | ✓ ✓ |
| 25.02.20 | 22 | Financial Plan 2020/21 Present final budget settlement to Board in April. | Director of Finance | April 2020 | Linked with Interim Board Rolling Action List – Action 72a Finance Update (16 th June 2020). On forward planner for Board Meeting in August 2020. | | ✓ |

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| 25.02.20 | 23 | IRH Inspection Present feedback report and associated action plan to Clinical & Care Governance Committee and Staff Governance Committee. | Medical Director | May 2020 June 2020 | Discussed at Interim Board Meeting 16 th June 2020. Linked to Interim Board Rolling Action List – Action 72a – Clinical and Care Governance Issues (16 th June 2020). | | ✓ |
| 25.02.20 | 24 | Strengthening Leadership Provide update on consideration of additional support needs of Executive Team, once further information from the Oversight Boards is available. | Chief Executive | June 2020 | Work regarding senior team capacity is being refreshed in light of COVID-19. | | ✓ |
| 25.02.20 | 25 | Governance Items Allow time at Board Seminar Session in March to consider the remaining Board agenda items:- <ul style="list-style-type: none"> • Corporate Governance and Board Development Plan • Review of Integration Schemes | Secretary | March 2020 | Update as part of Corporate Governance paper to June 2020 Board Meeting. National pause on Integration Schemes. Further action will be taken forward by the Finance, Planning and Performance Committee. | | ✓ ✓ |
| TOTAL | | | | | | 0 | 26 |

Updated: 26.06.20 gm