

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	RAG Rating	Lead	Status (Open or Complete)
Board Meeting	28/11/19 93/2019 Scheme of Delegation	The Board Secretary to further consider delegation of decisions relating to workforce remuneration.	Will form part of the overall scheme of delegation review work that is underway	31/03/2020			HB	Open
Board Meeting	28/11/19 93/2019 Scheme of Delegation	In relation to the delegation of oversight of risk, The Board agreed that a schematic 'infographic' would be helpful in setting out respective Board/Committee roles and responsibilities.	In Progress	31/03/2020			HB	Open
Board Meeting	28/11/19 92/2019 Welsh Language Standards	During 2020, the Board resolved to consider further developments around language and culture	Will form part of the Board Development Programme in 2020/21	2020/21			MB	Open
Board Meeting	28/11/19 92/2019 Welsh Language Standards	The Board resolved to consider a strategic options paper on translation services	Options to be developed and taken through Exec Team and reported to Board	30/06/2020			PB	Open
Board Meeting	28/11/19 89/2019 Integrated Performance Report	Board members commented on workforce issues being a factor affecting performance across a number of areas.....members agreed to ask Health Education and Improvement Wales to meet with the Board/Committee to explore how its remit would address these shortages	PB & RBW met with HEIW to consider areas for them to invest in and potentially fund. POD Chair and Lead Exec to consider if HEIW should be invited to a POD meeting	28/02/2020			PB	Open
Board Meeting	28/11/19 83/2019 Strategic Partnership	TC concluded the discussion by highlighting common priorities, including: violence prevention, building winter resilience and identifying what 'good' looked like in an ageing population. She agreed to meet with HH to develop this agenda further.	A follow up meeting between the Commissioner and TC is being arranged.	28/02/2020			TC / JA	Open
Board Meeting	25/07/19 37.1 Assessment of progress towards a Healthier Wales	The Board commented on the links with Public Health Wales Strategic Priorities and sought further clarity on the performance measures and outcomes for the next year. JB agreed to produce an additional appendix to the report to reflect this.	Update: This action is ongoing - a briefing paper and action plan will be tabled at the Strategic Priorities Coordination Group in November. The paper will ask for nominations for a task and finish group to map the actions in A Healthier Wales to the strategic priorities. As Strategic Priority Groups finalise their outcomes and impact measures this month, the task and finish group will then explore the best method for incorporating these into the assessment. A further update will be provided to the Board in March 2020 (dependant on the work of the strategic priority groups)	25/09/2019	26/03/20		JB	Open
Completed actions to be approved by the Board								
Board Meeting	28/11/19 94/2019 Composite Committee Chair's report	The Board noted the QSIC Committee's intention to review the management of DESW incidents, and Executive Team recommendations on workforce recruitment at the next meeting.	Incident management monitoring including DESW incidents, will be monitored via the Putting Things Right quarterly report. Q3 due to be presented at QSIC in Feb 20.	23/01/2020			KE/RB-W	Complete
Board Meeting	28/11/19 94/2019 Composite Committee Chair's report	The Board agreed to consider the Health Protection deep dive presentation outside the meeting.	Distributed to Board members 15/01/20	23/01/2020			KE/HB	Complete

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Board Meeting	28/11/19 89/2019 Integrated Performance Report	The Board agreed to consider the 'Building a Healthier Wales' agenda at the next Board meeting.	On the Board agenda for January 2020 meeting	23/01/2020			JA/TC	Complete
Board Meeting	28/11/19 90/2019 Board Assurance Framework	The Board delayed approval of the requested revised due date to risk 2.4, in order to enable QS, KE, RB.W and TC to meet to discuss this in further detail.	RBW has met with KE, QS and TC individually and actions pertaining to 2.4 of the BAF aim to be delivered by the end of May 20.	23/01/2020			RB-W	Complete
Board Meeting	28/11/19 89/2019 Integrated Performance Report	The Board explored the possibility of a dashboard to indicate increases in reported incidents in a timely manner.	The draft prototype for the Quality assurance dash board will be presented to QSIC in February 2020 for consideration.	23/01/2020			RB-W	Complete
Board Meeting	28/11/19 89/2019 Integrated Performance Report	QS commented on the contributory factors related to the upward trend of <i>C.difficile</i> rates and agreed to provide a detailed breakdown to Board members outside the meeting.	Email sent to the enquiring NED and copied to Board Chair and Board Secretary	23/01/2020			QS	Complete
Board Meeting	28/11/19 88/2019 Strategic Priority 3 deep dive	Board reflected on the intent underpinning Strategic Priority 3 and possible refinement of it. TC confirmed that this would happen as part of the 2020/23 IMTP process, with the proposed IMTP scheduled for presentation in January.	Complete, revised IMTP issued in December 2019.	23/01/2020			HG	Complete
Board Meeting	28/11/19 88/2019 Strategic Priority 3 deep dive	The Board noted the recruitment deep dive and People Strategy agenda items for January 2020. The Board would be given the opportunity to consider the recruitment issues in the wider context.	Paper to be received at January Board meeting	23/01/2020			PB	Complete
Board Meeting	28/11/19 88/2019 Strategic Priority 3 deep dive	Members were strongly of the view that the Knowledge Directorate should focus on evidence reviews and on supporting relevant research under each of the strategic priorities.	The Evidence Service is supporting each of the Strategic Priority Groups where they have identified that that evidence reviews are required. In the next IMTP there are a significant number of evidence reviews that are scheduled.	23/01/2020			SB	Complete
Board Meeting	28/11/19 87/2019 Chief Executive's Report	Board members agreed to receive a further update on the launch of Improvement Cymru	Video of Improvement Cymru provided to Board members as requested.	23/01/2020			JB	Complete
Board Meeting	28/11/19 87/2019 Chief Executive's Report	Board members to be given the opportunity to comment on the proposed self assessment exercise against the recommendations set out by WAO/HIW review of quality governance arrangements in Cwm Taff UHB	Board members and the executive had opportunity to comment on the self assessment. A Board discussion was held on 07/01/20, within which the Board approved the submission with amendments identified.	23/01/2020			HB / RB-W	Complete
Board Meeting	28/11/19 87/2019 Chief Executive's Report	HB to circulate the mid-year accountability presentation slides with Board members	Uploaded to ibabs and members informed.	23/01/2020			HB	Complete
Board Meeting	28/11/19 83/2019 Strategic Partnership	Board members noted the intergenerational approach being taken, with the support of Bangor University, to facilitate sessions between care homes and schools. Members agreed to bring this to the attention of the Young Ambassadors.	The Executive for QNAPS will follow up on the potential to explore intergenerational opportunities through the Young Ambassadors programme.	23/01/2020			RB-W	Complete
Board Meeting	28/11/19 83/2019 Strategic Partnership	SB offered the assistance of the Knowledge Directorate Observatory in supporting the Older People's Commissioner in the ongoing development of quality measures.	Assistance offered and will be followed up within TC meeting with the Older People's Commissioner	23/01/2020			SB	Complete
Board Meeting	28/11/19 83/2019 Strategic Partnership	MB proposed engagement with the Commissioner's Office on the prevention of violence against older people.	MB confirmed that the Commissioner's Office has been contacted in order to arrange a meeting	23/01/2020			MB	Complete

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Board Meeting	26/09/2019 62/2019 Board Assurance Framework	The Board reaffirmed the need to progress the setting up of the Technology Advisory Forum as a matter of urgency and within this financial year.	TOR finalised and signed off. Initial membership agreed. First meeting 26.2.2020. Invites sent 10.1.20	28/03/2020			JB	Complete