

**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	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 January / March 2020 (dependant on the work of the strategic priority groups)	25/09/2019	26/03/20		JB	Open
Board Meeting	25/07/19 35.1 Integrated Performance Report	The Board requested that if absence and attendance management reports should separate turnover to include categories to cover regrettable turnover and turnover relating to promotion or fixed term contracts.	Turnover exception reports and the Integrated Performance Report now separate out turnover related to the end of fixed term contracts. From October onwards, Turnover exception reports will also separate turnover excluding the end of fixed term contracts into further appropriate categories.	25/09/2019	31/10/19		PB	Open
Board Meeting	28/03/2019 5.1 MOU between Public Health Wales and Natural Resources Wales	Memorandum of Understanding (MOU) between Public Health Wales and Natural Resources Wales To invite Clare Pilman, Chief Executive of Natural Resources Wales to attend a future Board meeting. To adopt the Memorandum of Understanding between Public Health Wales and Natural Resources Wales.	Dates identified to invite Clare Pilman to the Board, ongoing liaison to confirm a date - likely early 2020	01/07/2019	01/09/19		HB	Open
<b>Completed actions to be approved by the Board</b>								
Board Meeting	25/07/19 42.1 Strategic Equality Objectives	SM agreed to provide a revised version of the narrative supporting the development of the strategic equality to provide greater context. This would be circulated outside of a formal meeting, for information prior to the commencement of a consultation.	Final document drafted circulated to Board prior to public consultation commencing.	25/09/2019			SM	Complete
Board Meeting	24/01/19 6.1 Integrated Performance Report	Integrated Performance Report Work on workforce issues in Breast Test Wales to be taken forward outside Board to ensure issues are being progressed	Workforce issues for Breast Test Wales have been remitted from Quality, Safety and Improvement Committee to People and OD Committee. Included on workplan for PODC to be considered in January 2020. Committee will report progress to Board in due course.	01/10/2019			SH	Complete

Meeting	Date Raised / Action Ref	Action	Update	Original Target Date	Revised Target Date	RAG Rating	Lead	Status (Open or Complete)
Board Meeting	25/07/19 39.1 Quality and Engagement (Wales) Bill	HB to circulate a draft response to all Board Members for comment before its submission to the Welsh Assembly.	Draft response was circulated to Board Members for comment. Final response was submitted to the Welsh Assembly on 31/08/19	31/08/2019			HB	Complete
<b>Completed actions</b>								
Board Meeting	30/05/19 09 Well-being of Future Generations Act Annual Report	The Board agreed to conduct a Strategic Review of the Well-Being Objectives in the Autumn.	The review has been scheduled for the September 2019 Board meeting	01/07/2019			MB	Complete
Board Meeting	30/05/19 11 Strategic Priority Update: Mortality and Life Expectancy	The Board <b>noted</b> the position and <b>resolved</b> to discuss the matter in more detail at a future Board Development session.	Time has been scheduled for a discussion in a closed session following the September Board meeting	01/07/2019			HB / SB	Complete
Board Meeting	30/05/19 13 Accountability report and financial statements	HG agreed to circulate the ISA 260 and letter of representation electronically.	The ISA 260 and letter of representation was distributed on the 18 July 2019				HG	Complete
Board Meeting	28/03/19 4.1 Service Story	Service Story: Year- end update on Microbiology Stabilisation The Board agreed to receive the full presentation slides outside the meeting.	Slides were distributed to Board following the meeting	30/05/2019			HB	complete
Board Meeting	31/05/2018 3.1 Service User Story	Service User Story: Bevan Health Technology Exemplar Project (minute ref PHW60/2018): To receive the final project report (Bevan Health Technology Exemplar Project: dry swab Chlamydia testing/Gonorrhoea testing in the community setting) when available	Final report was circuited to Board members	<del>30/11/2018</del>	30/05/2019		QS	Open