

NHSH BOARD MEETING ACTION PLAN

Those items shaded grey are due to be removed from the Action Plan as they have been completed

DATE OF MEETING	ACTION ITEM	ACTION BY	DEADLINE	NOTES
NHSH BOARD MEETING 28 SEPTEMBER 2021				
28/09/21	12 b Strategic Risk Register The risks and opportunities associated with National Care Service to be included in future strategic risk registers and considered at a future development session.	Louise Bussell Fiona Davies Boyd Peters	December 2021	Included in plan for Development Session March 2022
NHSH BOARD MEETING 25 JANUARY 2022				
25/01/22	11. Culture Programme Assurance Report <i>Detailed strategy for the Wellbeing workstream is expected to be ready for end of March 2022</i>	<i>Fiona Hogg</i>	May 2022	Update 29 March: detailed strategy for the wellbeing workstream will now be expected at the next meeting of the Board in May
NHSH BOARD MEETING 29 MARCH 2022				
29/03/22	6. Chief Executive's Report – Verbal Update of Emerging Issues The Board agreed to extend the timeframe for consideration of the draft Strategy Report to July 2022.	Pamela Dudek	July 2022	Included on draft agenda for July Board meeting

DATE OF MEETING	ACTION ITEM	ACTION BY	DEADLINE	NOTES
NHSH BOARD MEETING 31 MAY 2022				
31/05/22	<p>6. Chief Executive's Report – Verbal Update of Emerging Issues</p> <p>H May commented that figures for babies born en-route to hospital are monitored carefully, of which there are very low numbers and offered to supply the figures to the Board for assurance</p>	Heidi May	September 2022	No deadline set but suggestion of September Board meeting noted
31/05/22	<p>8. Vaccination Strategy Report</p> <p>The Board accepted limited assurance from the paper and agreed that a further report should be submitted to it's meeting in July</p>	Tim Allison	July 2022	Update 01 July: Item added to July Board Agenda
31/05/22	<p>9. Integrated Performance and Quality Report</p> <p>D Park advised that a fuller report with a consolidated IPQR will be brought to the July meeting of the Board</p>	David Park/ Lorraine Cowie	July 2022	
31/05/22	<p>11. Finance Assurance Report Month 12 and NHS Highland Financial Plan 2022/23</p> <p>Financial related risks within the Risk Register to be reviewed</p>	David Garden/Elaine Ward/ Lorraine Cowie	September 2022	Deadline set in relation to Risk Register review - September Board meeting noted
31/05/22	<p>15. Strategic Risk Register</p> <p>L Cowie gave a presentation noting the simplified format of the register and advised that a revised Register will be ready for late Summer</p>	Lorraine Cowie	September 2022	Deadline set to September in line with recommendation of 'late summer'
31/05/22	<p>20. Gaelic Language Plan</p> <p>The Board agreed to delegate authority to the Board Chair and Chief Executive to approve the terms of the submission of the Bòrd na Gàidhlig Annual Monitoring Report and report back to the July Board meeting.</p>	Boyd Robertson/ Pam Dudek	July 2022	

DATE OF MEETING	ACTION ITEM	ACTION BY	DEADLINE	NOTES
31/05/22	Health & Wellbeing Strategy The Wellbeing Strategy will be included within the overall ADP/Together we Care Strategy with an update to the Board Meeting in November taking place	Fiona Hogg/ Lorraine Cowie	November 2022	Update will be presented at the November Board Meeting