

Ref	SOURCE	ACTION AREA	ORIGINATION DATE	ACTION/RECOMMENDATION	UPDATE	RAG LEAD	TARGET DATE	COMMENTS
673	Board	7 - Chair's Report	20 June 2019	Joint Scottish Ambulance Service (SAS) and NHS 24 development workshop to be arranged.	In the current climate, it is recommended that the joint SAS/24 Board Session is postponed until Autumn 2020. This will be reviewed if circumstances change. In the meantime, the Executive Team are continuing to work with SAS on strategic areas of collaboration. This work has accelerated as both organisations look to maximise opportunities arising from COVID-19 collaboration. 30/9/20: No further update available. <u>Update December 2020:</u> With strong collaborative work taking place at both operational and strategic planning levels, as we both develop our 21/22 Remobilisation Plans and work together on Urgent Care and the Mental Health hub, it is proposed that this action is now closed off.	PS	30 June 2021	Propose for closure as no further action required.
728	Board	10.1: Property and Asset Management Strategy	27 February 2020	Mr Togneri asked for clarification on how Governance will be managed on the collaborated report. Ms Kane advised this has not yet been agreed however discussions are ongoing and the Board will be advised once it is confirmed.	There has been no further update from NSS in relation to the governance for the Collaborative PAMS. LK will continue to liaise with NSS and revert back once the governance route has been proposed or agreed. <u>Update October 2020:</u> Continued dialogue between NHS 24 and Health Facilities Scotland representative. No definitive received. This remains unclear. <u>Update December 2020:</u> Draft submission due to SG in December 2020 and will be presented at the February Planning & Performance Committee and then the Board.	LK	28 February 2021	Update will be provided for February meeting if available.
744	Board	9.3: Corporate Governance Framework - Model Standing Orders	18 June 2020	A review of Standing Orders has been completed to align with the Scottish Government New Model of Standing Orders. The Corporate Governance Framework will be updated to reflect the changes and will be reviewed by the Audit and Risk Committee.	This will be undertaken following further update from CGSG on Once for Scotland work. <u>Update October 2020:</u> No further update available. <u>Update December 2020:</u> Once for Scotland work has been delayed due to COVID. It is proposed to move this action date to 31/3/21.	PS	31 March 2021	Awaiting further update from CGSG work.
746	Board	9.4: Whistleblowing Standards	18 June 2020	Ms Docherty confirmed the values of the organisation will be embedded within the Short Life Working Group. Update to be provided at a future Board meeting once the guidelines have been issued.	12.08.20 - Short life working group established, who have met twice to date. Report will be submitted to future meeting. <u>Update October 2020:</u> Short life working group has further met we are pulling together an action plan and we have had a brief from SG stating that the Once for Scotland is not progressing at the moment but will resume next Spring. We are preparing for our processes to be aligned with the standards. <u>Update December 2020:</u> Letter received from Cabinet Secretary 15 October 2020 advising Independent National Whistleblowing Officer (INWO) will be implemented with effect from 1st April 2021. https://www.parliament.scot/angiestest/20201015_Ltr_IN_Cabsec_to_Convener_on_INWO.pdf	MD	25 February 2021	
750	Board	5. Notes of any other Business: Non-Exec Remuneration from HMRC	27 August 2020	Mr Togneri asked for an update on Non-Executive Remuneration from HMRC relating to Travel Expenses. Mr Gebbie is awaiting feedback from other Health Boards and will share and discuss at the National Directors of Finance Meeting.	Information just received paper will be prepared for Chair and Chief Exec before sharing with NxD. <u>Update December 2020:</u> Paper has been prepared and will be sent to NxD when finalised.	JG	10 December 2020	
759	Board	1: Chairs Update	8 October 2020	Consent Agenda to be discussed at the next Integrated Governance Committee on 3 December 2020 and update provided to the Board.	This is an agenda item for the IGC on 3rd December. Verbal Update will provided at the meeting. Propose to close after the meeting. <u>Update December 2020:</u> The Committee discussed the Consent agenda and agreed there will be no formal consent agenda on a regular basis and asked for support from the Board.	YK	10 December 2020	Propose for closure as no further action required.
760	Board	5: Chairs Report	8 October 2020	Informal discussions to be held between the Chair and Non-Execs before the end of October.	All discussions have now taken place.	YK	10 December 2020	Propose for closure as no further action required.
761	Board	7: Exec Report to the Board	8 October 2020	Dates for the Public Partnership Forum to be shared with Non-Execs.	Anne Gibson will attend PPF on behalf of the Board, and briefings in place ahead of next PPF on 25/11. Propose to close	LH	10 December 2020	Propose for closure as no further action required.

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762	Board	7: Exec Report to the Board	8 October 2020	Outline of Key Principles for PPF to be shared with the Non-Execs.	Propose to close. Complete.	LH	10 December 2020	Propose for closure as no further action required.
763	Board	8.2: Service Quality Report	8 October 2020	Average Time to Answer information to be discussed in more detail and the Planning and Performance Committee in November.	Complete. This will be discussed within the Service Quality Report.	YK	10 December 2020	Propose for closure as no further action required.
764	Board	8.2: Service Quality Report	8 October 2020	Attendance figures for NHS 24 including Covid figures to be shared with the Board.	These are reported in the Workforce Report.	PS	10 December 2020	Propose for closure as no further action required.