

B/21/03

NSS FORMAL BOARD ACTION LIST 2020-21



CLOSED

Ref Item	Action	Responsible	Deadline	Status
FROM 21 DECEMBER 2020 – NO ACTIONS RECORDED FOR THIS MEETING				
FROM 23 SEPTEMBER 2020				
2020-09-23 Item: 5	NSS Feedback and Complaints Annual Report 2019-20 M Neilson and J Deffenbaugh to discuss use of statistical Process Control to present data in future versions of the feedback report.	M Neilson/ J Deffenbaugh	Outwith meeting	Complete.
2020-09-23 Item: 11.1	Updates from Governance Committees C Low to provide monthly updates to Board Members on progress towards finding a solution in respect of Service Audit challenges.	C Low	Outwith meeting	Complete. Actioned via the NSS Audit & Risk Committee.
FROM 14 AUGUST 2020 – NO ACTIONS RECORDED FOR THIS MEETING				
FROM 26 MAY 2020				
2020-05-26 Item: 4.1	Chair's Update K Redpath to draft letter to Mr Malcolm Wright to record NSS thanks on his support over the years.	K Redpath	Outwith meeting	Complete.
2020-05-26 Item: 5.5	CEO's Update K Nicholls to add PPE/ventilators and associated consumables stock to the forward programme for the NSS Clinical Governance and Quality Improvement Committee and discuss with Committee Chair.	K Nicholls	Outwith meeting	Complete added to CGQIC forward programme.
2020-05-26 Item:	NSS Recovery Plan K Nicholls to draft a training plan on digital workplace solutions for all Non-Executives.	K Nicholls	Outwith meeting	All existing NEDs now supplied with equipment. In progress – waiting on delivery of new tablets for all NEDs. Items currently in Gyle Square, sourcing way to get them to the relevant people. 8.6.20
2020-05-26 Item: 9	<u>Digital and Security Update</u>			
2020-05-26 Item: 9.1	D Mitchelson and L Ramsay to provide further update on the implications of a further delay in the GP-IT system.	D Mitchelson/ L Ramsay	26.6.20	
2020-05-26 Item: 9.2	D Mitchelson to provide a description of what 'modelling' means in the context of his future reports.	D Mitchelson	26.6.20	
2020-05-26 Item: 10.3	Finance Update C Low and C Sinclair to review PPE spend in more detail for future reporting.	C Low/ C Sinclair	Future meeting.	Closed.

Ref Item	Action	Responsible	Deadline	Status
FROM 26 MARCH 2020 – NO OUTSTANDING ITEMS				
Items outstanding from previous year.				
2020-01-30: Item 7.4	M Morgan to discuss NSS position and offering around the climate emergency and update the slide for the next Board Development session.	M Morgan		Added to forward programme for 2021 development session. On-hold due to COVID-19 outbreak.
2019-11-01 Item: 9.2	<u>Risk Review</u> M Neilson to liaise with M Walker re Risk Management including review of residual risk status, and Board Assurance Framework.	M Neilson	30.1.20	Agenda item for 21.12.20. On-hold due to COVID-19 outbreak.
2019-11-01 Item: 10.3	E McLaughlin/K Nicholls and K Redpath to work to implement recommendations and improvements to Board processes	K Redpath/ E McLaughlin/ K Nicholls	On-going	In progress. KN 9.6.20