

Borders NHS Board Action Point Tracker

Standing Item	Action to be carried out by:	Progress (Completed, in progress, not progressed)
<u>Community Planning Partnership Audit in Scottish Borders:</u> Are the concerns raised by Audit Scotland on Community Planning arrangements being progressed to ensure compliance?		

Borders NHS Board Action Point Tracker

Meeting held on 27 June 2013

Agenda Item: Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	The Chair commented that this matter was worthy of further consideration and suggested a report back to a future Strategy & Performance Committee on independent contractors performance, access and complaint themes, in the context of the public assuming that the local health board had overall responsibility for them. Calum Campbell suggested that after the next national survey, Jonathan Kirk be asked to lead a Board Development and Strategy session on Independent Contractors.	Calum Campbell	In Progress: Scheduled for a future Board Development and Strategy session.

Agenda Item: Board Report on Waiting Times

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
9	David Davidson requested that Rachel Bacon	Jane Davidson/	Complete: Waiting Times Development

	return to a future Board meeting or Development session to discuss these challenges further.	Rachel Bacon	session was run 16.01.14
--	--	---------------------	--------------------------

Meeting held on 5 September 2013

Agenda Item: Delayed Discharges

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
9	The BOARD noted the report and requested that it be given some areas for action.	Alasdair Pattinson	In Progress: Updated Delayed Discharges Report will be brought to the Board in May/June and will identify area's the Board can help action.

Agenda Item: A Future Delivery Model for Early Year's Services

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
11	Dr Doreen Steele enquired if the refocused adult learning programmes involved adult literacy and if funding had been moved to childrens services as part of the caring team skills. Dr Eric Baijal advised that he would check that point but believed there was on-going adult literacy linked to communities and schools.	Eric Baijal	In Progress

Agenda Item: Single Outcome Agreement for the Scottish Borders

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
23	David Davidson enquired if regular updates on the roll out of the SOA would be given to the Board. Dr Baijal advised of the route for	Eric Baijal	Complete: SOA circulated to Board members by email on 24.03.14.

	discussion and dissemination and Calum Campbell suggested the updates automatically be shared with Board members so that they could raise any issues.		
--	---	--	--

Borders NHS Board Action Point Tracker

Meeting held on 7 November 2013

Agenda Item: Board Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	The BOARD noted the current progress in key areas of Clinical Governance & Quality and supported the proposal to be a pilot site for publicising the 10 essential criteria for patient safety in the public domain.	June Smyth/ Clare Oliver	Complete: Item discussed at Board Strategy & Development session held on 6 March 2014.

Agenda Item: Any Other Business: HEI Unannounced Inspection

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
26	Cllr Catriona Bhatia commented that she and Calum Campbell had inspected the Special Care Baby Unit recently and she understood the HEI Inspectors had visited that unit as part of their unannounced inspection. She suggested it would be helpful to do a comparison of their report and that of the internal walkround to see if there were any further lessons to learn.	Evelyn Fleck/ Sam Whiting	Completed: The BET inspection conducted on 27/09/13 identified a total of 11 issues of which 6 related to cleaning. The HEI inspection on 22/10/13 identified 5 issues of which 3 related to cleaning.

Borders NHS Board Action Point Tracker

Meeting held on 20 February 2014

Agenda Item: NHS Borders 2013/14 Festive Period Report

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
8	The BOARD noted that a full Winter Period Report would be brought to the Board on 4 April 2014.	Tim Cameron	In Progress: Item appears as substantive item on Board meeting agenda for 3 April 2014 meeting.

Agenda Item: Board Executive Team Report

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
20	The BOARD agreed that David McLuckie should work up a paper for a more formal process for returns within the short stay car park for the Board Executive Team to consider and approve as appropriate.	David McLuckie	In Progress: The Car Parking Working Group are in the process of developing revised guidance to staff utilising the parking facilities at BGH. This guidance will include a 'no returns within 35 minutes of leaving' policy, the use of dedicated car sharing facilities and advice on the use of public transport, cycling or walking to work. This paper will be considered by the Strategy Group and BET during April.