

**TABLE OF ACTIONS FROM
HEALTH BOARD MEETING IN PUBLIC
HELD ON 25 JANUARY 2024**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
PM(24)06	MATTERS ARISING AND TABLE OF ACTIONS FROM THE MEETINGS HELD ON 30 NOVEMBER AND 14 DECEMBER 2023:			
	<ul style="list-style-type: none"> PM(23)219 – to provide additional information around waiting lists to the Strategic Development and Operational Delivery Committee (SDODC), either via the Integrated Performance Assurance Report (IPAR) or a separate report 	AC	April 2024	Forward planned for the April 2024 SDODC meeting.
	<ul style="list-style-type: none"> PM(23)206 – to monitor and evaluate feedback on the location of the BGH vending machine away, and to ensure that notification of the vending machine location appears on information screens in BGH ED 	SD	March 2024	The vending machines are in place at the back of dining room. The ED waiting room was deemed not appropriate due to space. There is 24hr access to the vending machines with information clearly displayed in the ED how to access these. Feedback will be monitored to determine if this arrangement needs to be reviewed.
PM(24)07	REPORT OF THE CHAIR: <ul style="list-style-type: none"> To take up the offer for Welsh Government to present their escalation framework to the Health Board 	PK	March 2024	Complete. Discussions held at the February 2024 Board Seminar session.
PM(24)08	REPORT OF THE CHIEF EXECUTIVE: <ul style="list-style-type: none"> To correct the Consultation Report to reflect that a response had been 	JW	March 2024	Complete.

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	submitted to Consultation 557 (Specialised Paediatric Neurology service specification)			
PM(24)09	REPORT OF THE AUDIT AND RISK ASSURANCE COMMITTEE: <ul style="list-style-type: none"> To check whether the specific issue of clinical opinion forms part of the procurement process 	AC/HT	March 2024	Complete. Clinicians are included within the Procurement process.
PM(24)11	REPORT OF THE QUALITY, SAFETY AND EXPERIENCE COMMITTEE: <ul style="list-style-type: none"> To provide an update on compliance with the ALN Act to the next QSEC meeting and thence to Board 	JS	April 2024	Forward planned for the April 2024 QSEC meeting.
PM(24)13	UPDATE ON ANNUAL PLAN: <ul style="list-style-type: none"> To consider the various issues raised as part of Board Seminar discussions 	LD	February 2024	Discussed at the additional Board Seminar session on 14 March 2024
PM(24)14	ACCOMMODATION – ESTATE DEVELOPMENT AND RATIONALISATION PLANS: <ul style="list-style-type: none"> To undertake EqlAs at an individual service level, once decisions are made whether or not to progress specific proposals 	LD	February 2024	No update provided
	<ul style="list-style-type: none"> To scrutinise proposals in detail at the Sustainable Resources Committee (SRC) 	LD	February 2024	No update provided
PM(24)15	FINANCIAL REPORT: <ul style="list-style-type: none"> To brief the Board on Welsh Government's response to the request for Strategic Cash Assistance, once received 	HT	March 2024	Complete. Board Members received a brief via email on 30 January 2024.
	<ul style="list-style-type: none"> To ensure that Financial Report recommendations are more purposeful in future reports 	HT	March 2024	This will be incorporated into future Board reports.

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PM(24)18	PAEDIATRIC SERVICES – IMPLEMENTATION PLAN: <ul style="list-style-type: none"> To supplement the plan with additional detail prior to submission to SDODC 	LD	February 2024	No update provided
	<ul style="list-style-type: none"> To consider broadening the membership of the Public/Patient Task and Finish Group 	LD	March 2024	No update provided
PM(24)19	INTEGRATED PERFORMANCE ASSURANCE REPORT: <ul style="list-style-type: none"> To prepare a report for QSEC around removals made under the Planned Care waiting list validation exercise, exploring whether there is any evidence of clinical deterioration leading to individuals not requiring intervention 	AC	April 2024	Forward planned for the April 2024 QSEC meeting.
PM(23)220	OPERATIONAL UPDATE: <ul style="list-style-type: none"> To work with Llais to facilitate constructive conversations with patients and their families around discharge to care homes 	JP	March 2024	Llais have offered to assist with public messaging surrounding discharge and being available to support any individual cases where appropriate.
	<ul style="list-style-type: none"> To check how the Unified Contract compares to the previous Minimum Service Specifications (MSS) requirements 	JP	March 2024	The core components of the Contract are included within the Unified Contract
	<ul style="list-style-type: none"> To provide further detail in future reports around how reductions in Planned Care waiting list figures are achieved 	AC	March 2024	This will be incorporated into future Board reports.
	<ul style="list-style-type: none"> To explore the reason for the increase in GMS DNAs 	JP	March 2024	The team have discussed the DNA rates with their practices which has shown that there is an error in the way in which the data is being recorded. Currently within the main clinical system in Hywel Dda there is a mechanism that requires turning consultation

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				"green" once the patient has been seen; however, it is possible to not do this and therefore the system sees it as an incomplete consultation and records it as a DNA. This has been flagged with the national team. Currently we have no mechanism to accurately assess the levels of DNAs.
PM(24)21	IMMUNISATION REPORT: <ul style="list-style-type: none"> To explore with the Public Health team potential approaches to improve vaccination uptake among nursing staff, and the reasons for staff choosing not to take up the offer of vaccination 	SD	March 2024	Debrief planned April 2024 with the Senior Nursing and Midwifery Team, with a focus on leadership and lessons learnt as part of planning for 2045/25 season. Requirements to strengthen the Peer vaccination programme, deliver sessions on vaccine myth busting, sharing of evidence base, communication plan and accurate recording.
PM(24)22	CORPORATE RISK REGISTER: <ul style="list-style-type: none"> To take forward separating the two issues contained within Risk 1708 	JP	March 2024	<p>Risk 1708 has been reviewed in March 2024, noting the rollout of contract implementation relating to Optometry contracts due to go live in April 2024.</p> <p>RAAC survey reports are due imminently, the outcomes of which will determine whether a new, separate risk will be required for the Directorate.</p>