

**RAG Rating/Status**

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

**FORMAL BOARD**

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
------------------------	------------------	------	--------------------	-------------------	--------------------	----------------------	---------------------	-------------------

**OPEN ACTIONS FOR REVIEW**

None								
------	--	--	--	--	--	--	--	--

**OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE**

None								
------	--	--	--	--	--	--	--	--

**ACTIONS RECOMMENDED TO BE CLOSED AT 25 JANUARY 2024 MEETING**

PHW 2023.11.30/3.1	PHW 2023/91	TM/IB	Staff Networks- We Care Network	IB offered to support the design and issue of a staff survey to capture the numbers with caring responsibilities.	25 January Update: This will be taken forward as appropriate, and referenced in the staff network actions update.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.1	PHW 2023/93	JM	Chief Executive's Report	JM indicated that the receipt of funding from the Health Foundation would enable PHW to work closely with the directors of public health and local government in developing informed system approaches to the reduction of health inequalities. The programme would be one of co-production, involving a number of partners, and JM saw it as the first steps in the plan to increase Health Foundation investment in Wales. He would keep the Board informed of progress.	25 January Update: Updates will be provided to the Board as appropriate as part of the Chief Executives report to Board.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/96	NL/HG	Integrated Performance Report (Month 7), Finance Report and Strategic Risk Register	Expand on Directorate use of the Dashboards to inform action on compliance/further work on the indicators used, to ensure that the Board had the full picture, including data on job planning as well as on appraisal and 'My Contribution'	25 January Update: In focus section on my contribution data on the IPR for January. Proposed the action be closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/98	CB	Integrated Performance Report (Month 7), Information governance	NE went on to ask about the Duty of Candour referrals, in red on the front page. CB advised that the colour was an error; the referrals on the front sheet were those received in month, but the report included all referrals. TC suggested that the report could include a cumulative trial, whilst also highlighting those received in any specific month	25 January Update: This is being considered as part of the development of the IPR. Proposed action closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/99	CB	Corporate Risk	NE identified a need to cross check the amendments and changes made against all the text and tables.	25 January Update: A full review of Risk has taken place and will be reported to the Board at the January meeting. Propose the action closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/100	CB/MK	Corporate Risk	MK also identified a risk relating to further action taken at Directorate level that would change the scoring.	25 January Update: A full review of Risk has taken place and will be reported to the Board at the January meeting. Propose the action closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/3.2	PHW 2023/92	PV/MM/NL	Staff Networks - Porffor Network	The Board agreed to support the 'asks' as presented by the We Care and Porffor Staff Networks and to remit to the People and Organisational Development Committee the assurance role and updating the full Board on progress.	25 January Update: This has been programmed within the PODC Workplan, an update is scheduled for February in the first instance, with further updates programmed for 2024/25. Propose action closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/94	MM/NL	Integrated Performance Report (Month 7), Finance Report and Strategic Risk Register	NL suggested referral of the subject to PODCOM, to its meeting in February 2024, to explore the 'My Contribution' and appraisal process further, with specific reference to Health Protection and Screening Services	25 January Update: This is being considered by PODC in February. Propose action be closed.	25-Jan-24		Complete (25.01.2024)

PHW 2023.11.30/4.3	PHW 2023/97	MM/NL	Integrated Performance Report (Month 7), Finance Report and Strategic Risk Register	NL to include all the Finance Report and Strategic Risk Register points in a paper to PODCOM at its February 2024 meeting	25 January Update: This is being considered by PODC in February as part of the review of the Performance Dashboard. Propose action be closed.	25-Jan-24		Complete (25.01.2024)
PHW 2023.11.30/4.3	PHW 2023/95	MM/NL	Integrated Performance Report (Month 7), Finance Report and Strategic Risk Register	NL outlined plans for the next year to involve the Staff Networks and seek their views more broadly, not just around appraisals but the systems and processes in place to deliver against the IMTP. NL agreed to report back to PODCOM in 2024/25, as part of regular updates on Staff Network engagement	25 January Update: This has been programmed within the PODC Workplan, an update is scheduled for February in the first instance, with further updates programmed for 2024/25. Propose action closed.	25-Jan-24		Complete (25.01.2024)

**CLOSED/COMPLETED ACTIONS**

