

MATTERS ARISING
Rolling Actions List
Interim Board Meeting

Paper Number 20/23

Meeting Date: 2nd June 2020

Ref		Action Required	Owner	Expected Completion Date	Update	Status	
Meeting Date	Minute No					Ongoing	Closed
19.03.20 – Virtual Meeting	33	Governance Assurance Short Life Working Groups <ul style="list-style-type: none"> Draft a report on these discussions and circulate to all Main Board members. 	Head of Corporate Governance and Administration	April 2020	<p>Further discussion being held with Non-Exec and Exec leads before report finalised and issued to Board Members.</p> <p>CMT have discussed the draft summary report and will advise of proposed amendments or additions. Once the draft paper has been updated, it will be reviewed at MS Teams meeting to be arranged for with Non-Exec and Exec leads.</p> <p>The agreed way forward will be incorporated in a paper to the June Board meeting that will outline the proposed way forward for corporate governance in NHS GGC. This will include changes to the role and membership of Standing Committees.</p>	✓	
19.05.20	43	Meeting with Cabinet Secretary Circulate papers to members for information.	Chairman	June 2020	Complete.		✓
19.05.20	46a	Langlands Cleaning Compliance Circulate further information to members.	Chief Executive	June 2020	Complete.		✓
19.05.20	46a	Recovery Plan Clarify arrangements for sharing of first draft recovery plan presented to Scottish Government.	Head of Corporate Governance and Administration	June 2020	Verbal update to 2 nd June Interim Board meeting.		✓

BOARD OFFICIAL

	49	Circulate the 4 priorities to members for information.	Chief Operating Officer/ Medical Director		Verbal update to 2 nd June Interim Board meeting.		✓
	49	Incorporate patient and staff engagement work into Recovery Plan.	Director of Communications and Engagement		Verbal update to 2 nd June Interim Board meeting.		✓
19.05.20	46a	Governance Approach to Committee Suspension Consider approach to share workplan with members.	Head of Corporate Governance and Administration	June 2020	Verbal update to 2 nd June Interim Board meeting.		✓
19.05.20	47	COVID-19 Testing Arrangements Provide update on position.	Director of Public Health	June 2020	Verbal update to 2 nd June Interim Board meeting.		✓
TOTAL						1	7

Updated 20.05.20 – v1 gm