

NHS Shetland Board Action Tracker

(completed actions reported to the Board as complete or those delegated to standing committees have been removed)

	Date	Reference in Minutes	Action	Exec Lead	Status	Progress (RAG)
1	10/05/20 (Agile Board)	No. 6	Internal auditors to be approached regarding conducting online training for NEDs.	CM	COMPLETE	Further training options discussed at subsequent audit committees, due to emerging themes re: active governance. 6 joint training sessions with NHS Orkney and NHS Western Isles arranged and 2 completed to date.
2	26/06/20 (Agile Board)	2020/21/15	Look at ways to provide the board with a set of monthly operational performance indicators with a narrative around those declining	MD	COMPLETE	Discovery PI dashboard circulated to all Board Members ahead of Board meetings
3	06/10/20	2020/21/31	Covid-19 status update at Board Meetings	SW	IN PROGRESS	Planned update at Feb Board meeting
4	15/12/20	2020/21/59	Formal update on psychological therapies service to be presented in March 2021	BC	IN PROGRESS	
5	15/12/20	2020/21/64 2020/21/65	Update Sections 5 & 6 of the Corporate Governance Handbook to gender neutral language (and upload to website)	CM/CH	IN PROGRESS	Sections updated

Key: Red: The action has not yet commenced / there may be an issue beyond the control of the owner

Amber: The action is in progress /action may need to be taken to resolve an issue

Green: The action is progressing as planned (no risk)

Blue: Complete – to be removed from tracker

Action owners: KC Kathleen Carolan, CM Colin Marsland, IS Ian Sandilands, LH Lorraine Hall, SW Susan Webb, SBI Simon Bokor-Ingram, LWatt Lisa Watt, LH

Lisa Ward, CH Carolyn Hand, RMG Risk Management Group