

NHS Shetland Board Action Tracker – December 2024

(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	30/4/24	2024/25/07	Incorporate feedback into a future Quality Report from radiographers and other AHPs who came to Shetland to have learning placements	KC	IN PROGRESS	
2	30/4/24	2024/25/10	Strategic Risk Register: Additional wording to be added to the descriptor for Cyber risk to include the potential for compromising patient confidential information risk	RMG	IN PROGRESS	
3	30/4/24	2024/25/12	Strategic Delivery Plan: - Strengthen the narrative around Early Years and LF to liaise with Professor Carolan around the scope of particular programmes - Highlight the increased national focus on Value Based Health and Care	LF	IN PROGRESS	To also be incorporated into the Annual Operating Plan. - LF met with colleagues around inclusion of Child Health priorities. - Plan to reflect Realistic Medicine Action Plan in next iteration. Planning are linking with Realistic Medicine lead to support Realistic Medicine Symposium, Feb 2025.
4	19/11/24	2024/25/78	Annual appraisal compliance targets for directorates: CExec to progress the introduction of a system of performance measurement to be taken forward for consideration.	BC	IN PROGRESS	
5	19/11/24	2024/25/78	Lucy Flaws to explore the potential to deliver in-person Mental Health First Aid training for NHS staff.	LF	IN PROGRESS	
6	19/11/24	2024/25/79	Standing Committee membership: Committee Chairs and Exec Leads to review ToR before submission to Board for formal approval	GR/CH	IN PROGRESS	
7	19/11/24	2024/25/79	Information sharing mechanism between standing committees: time should be dedicated at a Board Development Session before the end of March to discuss best practice and agree a reporting mechanism beyond Decision Notes.	GR/CH	IN PROGRESS	
8	19/11/24	2024/25/81	Completion of mandatory Child Protection Training by NHS staff: CExec to follow up with the Staff Development team.	BC	IN PROGRESS	

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: GR Gary Robinson, KC Kathleen Carolan, CM Colin Marsland, LH Lorraine Hall, SL Susan Laidlaw, BC Brian Chittick,
KB Kirsty Brightwell, JR Jo Robinson, LF Lucy Flaws, CC Craig Chapman, DW David Wagstaff, LW Lisa Watt,
CH Carolyn Hand, LA Lorraine Allinson, RMG Risk Management Group