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### Agenda Item 3.2.1

ACTION LOG HEALTH BOARD MEETING					
Minute Reference	Date of Meeting Action Originated	Issue	Lead Officer	Timescale for Action to be completed	Status of Action (as at date papers where circulated)
HB/20/174	30.09.20	<b>Safe, Sustainable and Accessible Emergency Medicine and Minor Injury and Illness Services for the People of Rhondda Taff Ely</b> Formal proposal in relation to Paediatrics Services to be presented to the November meeting  Programme of work to be included in future iterations of the report to enable Board members to have assurance that timescales identified were being met	Interim Medical Director	March 2022	<b>In progress</b> Despite some issues, progress has been made in relation to Paediatric Services. We are continuing to progress with recruitment in the RGH Emergency Department, overseen by RTE Locality Director. We are looking to co-locate MIU in YCR and the Urgent Primary Care Centre that is based in YCR. This is dependent upon Ophthalmology moving out, but the unlocking moves in RGH will not start until Easter 2022.  A formal proposal will be presented in March 2022
Agenda Item 6.3	25.11.21	<b>Population Health Update</b> RAG Rated update to be provided to Members on the 37 actions previously agreed by the Board.	Director of Public Health	January 2022	<b>Completed</b> RAG Rated update included in the report presented to the January 2022 meeting



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Agenda Item 5.1	27.01.22	<b>Charitable Funds Annual Report and Accounts</b> Review to be undertaken to determine whether the number of Gift Aid Donations in relation to donations made to the Charitable Fund could be increased.	Director of Finance	March 2022	<b>Completed</b> The team who administer Charitable Funds, do where reasonable attempt to encourage Gift Aid on the donations provided. Where there is direct receipts into the team, the receipt book includes a section for individuals to complete and include Gift Aid. We also receive Gift Aid from donations that have been received from donations via funeral directors from online collections where people can opt into Gift Aid. We also encourage donations through the Just Giving website which allows the capture of Gift Aid. Therefore we are making opportunities, where possible, to receive Gift Aid on donations.  If however we receive a donation via cheque not in person, we do not follow this up for Gift Aid. Often this would not include the persons address/contact details, and
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					the following up would take time, which we currently do not have the resources to do. In relative terms, compared to the receipts which we do capture Gift Aid on, this would be relatively small.
Agenda Item 5.2	27.01.22	<b>Organisational Risk Register</b> Review to be undertaken of all comments made in relation to a number of risks contained within the risk register, with a response to be provided outside the meeting.	Executive Leads	March 2022	<b>Completed</b> Review undertaken and response provided to the queries raised outside the meeting.
Agenda Item 7.3	27.01.22	<b>Maternity &amp; Neonates Improvement Programme</b> Detailed report on options for accommodating the pregnancy loss service to be presented to the next Quality & Safety Committee.	Executive Director of Nursing	March 2022 Now May 2022	<b>In progress</b> Added to the forward work programme for the Quality & Safety Committee for May 2022
Agenda Item 7.3	27.01.22	<b>Maternity &amp; Neonates Improvement Programme</b> Graph on page 8 of the report to be amended to reflect the percentage of types of staff	Executive Director of Nursing	March 2022	<b>Completed</b> The graph has been amended to reflect the average number of each group per meeting during the month. It was felt that a percentage would be



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		who attended the MDT meetings.			unhelpful in terms of managing the change, the key change is that there is at least one Neonatal Doctor and one Neonatal Nurse at every meeting. Only then can the ATAIN MDT meeting successfully process ATAIN cases.
Agenda Item 7.4	27.01.22	<b>Performance Dashboard</b> Rag Rating allocated to Ambulance Handover Times on page 4 of the report to be amended and corrected.	Chief Operating Officer	March 2022	<b>Completed</b> Report amended in February 2022
Agenda Item 7.4	27.01.22	<b>Performance Dashboard</b> Updates to be presented to future Board meetings in relation to progress being made against the action plans for areas where there was poor performance	Chief Operating Officer	March 2022	<b>In progress</b> Will be addressed on a case by case basis within the Performance Dashboard.
Agenda Item 8.1	27.01.22	<b>Month 9 Finance Update</b> Review to be undertaken outside the meeting of the message that had been cascaded to staff in relation to carry over of annual leave.	Executive Director for People	February 2022	<b>Complete</b>