

**Item: 2**

**Title: Board Actions and Decision**

Date	Action Ref	Action	Owner	Target Completion date	Status
05.10.22	A22-01-09	Further work be done to consider a standalone VPD.	Llais	27.03.2024	Closed: this is no longer necessary as it has been superseded by implementation of IT systems.
06.10.22	A22-01-12	Contact WLC office about their experience with Cyber security attack.	Ceri Sullivan	31.03.2024	Open: session requested. Date subject to the Board's agreement of its learning and development timetable
06.10.22	A22-01-21	Draft narrative about the general direction the Llais would like to go in in relation to location. This would be shared with the Minister and our people for comment.	Medwin Hughes / Alyson Thomas	30.03.2024	Open: Awaiting information on WG developing policy position for public sector bodies



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31.01.23	A23-01-11	Remove section related to complaints about CHCs from the complaints procedure in April 2024.	Ceri Sullivan	24.04.2024	Open: this will remain an open action until after 12 month of operations
27.02.23	A23-02-07	Create a glossary for staff of all terms and acronyms that would be regularly used.	Llais	01.12.2023	Closed: we have made a commitment to only use well known acronyms. A list of these have been created and will shortly be published alongside our publication standards.
22.03.23	A23-03-09	Work with local authorities and NHS bodies to further develop the cooperation arrangements document.	Llais Regional Directors	31.03.2024	Open: arrangements are progressing. Target for completion end of financial year.
22.03.23	A23-03-13	Head of IT and Infrastructure to review security policy within the first 3 months of operations.	Head of IT&I	31.03.2024	Open: this remains open given IT implementation is still underway.
26.07.23	A23-05-02	The Board noted the expected timeline with the establishment of the Llais IT systems and asked that this was kept under review.	Angela Mutlow	24.01.2024	Open: the establishment of IT systems is regularly reviewed



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26.07.23	A23-05-03	Provide update to the Board on progress with appointing and supporting volunteers	Katie Blackburn	24.01.2024	Open: Board update on January 2024 meeting agenda
26.07.23	A23-05-05	Present item to the Board on proposed key performance indicators for the 2023-2024 annual plan at its October meeting.	Ben Eaton	24.01.2024	Closed: Board agreed basis for judging performance against the October-March plan. More detailed KPI's will be developed for 2024-25 onwards – this will be presented to Board at a later date.
26.07.23	A23-05-06	Produce summary and easy read version of the 'Our first 100 days' report for publication.	Ben Eaton	24.01.2024	Open: due to resource pressure this hasn't be completed but positive feedback has been received on full document
26.07.23	A23-05-07	Appoint 2 independent members to the committee with financial and legal expertise.	Ceri Sullivan	20.12.2023	Closed: appointments made



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26.07.23	A23-05-08	The North Wales Regional Director to provide a more detailed briefing on vascular services in North Wales to enable Llais to determine next steps.	Geoff Ryall-Harvey	24.01.2024	Open: an update will be provided by the Chief Executive
25.10.23	A23-06-01	Board members were asked to promote the Independent Member roles through their personal social media platforms and networks.	Board members	15.11.2023	Closed: adverts closed. Update on recruitment will be provided at Board.
25.10.23	A23-06-02	Provide update on lease breaks following the remaining negotiations.	Angela Mutlow	30.11.2023	Closed: update sent to Board in November 2023.
Date	Decision Ref	Decision	Review Date		
25.10.23	D23-06-01	The Board agreed Our plan: October 2023 - March 2024.	N/A		
25.10.23	D23-06-02	The Board agreed that any identified underspend in 2023/24 would be notified to the Welsh Government.	N/A		
25.10.23	D23-06-03	The Board agreed the Director of Operations role would be added to the structure.	N/A		

25.10.23	D23-06-04	The Board agreed the corporate risk register.	Live document. Agreement will be sought as and when changes are made to risks.
25.10.23	D23-06-05	The Board noted the continuation of the existing lease arrangements and agreed that negotiations should move forward on the 3 remaining buildings – the Gwent, Carmarthen and North Wales, Wrexham offices.	Further decisions required following development of location strategy.
25.10.23	D23-06-06	The Board agreed the revised Standing Financial Instructions.	N/A
15.11.23	DooC-15	The Board approved a request to enter into a tender exercise to procure a supplier to deliver staff learning and development sessions.	N/A
22.11.23	D23-07-01	The Board agreed to formally adopt the Annual Report and Accounts 2022/23 and endorse the signing of the Annual Report and Accounts 2022/23.	N/A