

Ref	Source	Meeting Date	Subject	Lead	Action	Proposed Completion Date	Status	Ongoing	Closed
859	NHS 24 Board	29.08.24	Climate Emergency & Sustainability Programme - Action Plan	Dr Ron Cook	Develop Action Plan to detail aims and targets for the organisation for presentation to Board. Consider format of quarterly report and if this could be presented in the same format as the Corporate Performance Report.	December 2024	Complete: Climate Emergency & Sustainability Programme is now in new format and will be presented to Board in February.		✓
860	NHS 24 Board	29.08.24	Procurement Strategy/Annual Report	Mr John Gebbie	Pick up items from Procurement Strategy for inclusion in the Annual Report.	June 2025	Ongoing. SAS Procurement Lead has been contacted to ensure that all items are covered within the Annual Report.	✓	
862	NHS 24 Board	29.08.24	Digital Contacts Reporting	Ms Ann-Marie Gallacher	Discuss reporting at Planning & Performance Committee at next meeting (November) and update to Board at next meeting thereafter (December)	December 2024	Ongoing. Verbal update to Board in December 2024 following discussion at Planning and Performance Committee in November.	✓	
865	NHS 24 Board	19.12.24	Corporate Delivery Plan	Ms Stephanie Phillips	The Board undertakes a review of the Strategy against progress of the CDP.	June 2025	Ongoing. Board Workshop session planned for September 2025 workshop to undertake a review of the Strategy.	✓	
866	NHS 24 Board	19.12.24	Corporate Performance Report	Board Secretariat	Digital Contacts Session to be added to the Board Workshop Workplan	February 2025	Ongoing. Included on Board Workshop Workplan.	✓	
867	NHS 24 Board	19.12.24	Coporate Governance Framework	Mr Gebbie	Section E – Scheme of Delegated Authority, clarification on wording to be provided.	February 2025	Complete. Clarification provided on the phrasing used.		✓
<b>TOTAL</b>								4	2