

BOARD ACTION SHEET PART 1

From meeting held: 5th July 2017

INCOMPLETE ACTIONS

Item No.	Date of Meeting	Item	Action(s)	Action by	Date to complete by	Date Completed / update
169/17	05/07/2017	Partnership Working Update	To include the Trust's security Officer, Derry Sinclair in the focus groups discussing topics from the staff survey	RE	Sept '17	Complete
167/17	05/07/2017	Board Assurance Framework	To include the mitigation to reduce the risk and show the triangulation with WOD	HP	Nov '17	
158/17	05/07/2017	Infection Control Annual Report	To add the score and benchmark information relating to hand hygiene to the Annual report	HP	Sept '17	Complete
089/17	03/05/2017	Board Committee Terms of Reference	Proposal for Committee and sub Committee structure to be discussed at a future meeting	AL	Sept '17	Complete - see agenda P1/191/17
063/17	05/04/2017	Workforce & OD Quarterly Report	Revised workforce plan to be presented to the Board in the Autumn	HB	Oct' '17	Work in progress - date to be revised following agreement of new schedule
042/17	01/03/2017	TCC Integrated Performance Report	Clinical model including workforce assumptions report to future meeting	BS/HB	Oct '17 June '17	Work in progress At the Clinical Model Development session in May it was agreed to revise the timeframe. Significant update of Workforce plan underway led by HRD. Back to Board Oct/Nov
043/17	01/03/2017	F&BD Committee Report	CPL market opportunities to be considered within Part 2 agenda prior to The Mater CEO visiting - schedule aligned to Quarterly Report	YB	TBC	Work in progress
012/17	01/02/2017	Chief Executive's Report	Invite members of the Academic Research team to a future Board Development session.	PK/AL	Nov '17 May '17	Work in progress - Board Development schedule being reviewed
			Cancer Alliance progress report to be included in the Board Development programme	AL	Nov '17 May '17	Work in progress - Board Development schedule being reviewed
246/16	07/12/2016	Declaration of Consultant's Interests	Defer report to 2017 when guidelines are published.	AL	Jan '18 March '17	Work in progress - timeframe revised to end of calendar year. MIAA completing a gaps analysis against the new guidance

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183/16	05/10/2016	Tell the Board	Bring a paper to a future Board meeting outlining the type of education that is provided across the Trust and how this is being co-ordinated by the <i>Workforce and Organisational Development Directorate</i> . Amend completed date to Feb '17	HB	Nov '17 April Feb '17	Autumn 2017 in line with Trust Strategy