

BOARD ACTION SHEET PART 1

KEY: **BLUE** = COMPLETE / **GREEN** = ON TRACK / **AMBER** = AT RISK / **RED** = LATE

Item No.	Date of Meeting	Item	Action(s)	Action by	Date to complete by	Date Completed / update
P1/012/19	30-Jan-19	IPR Report - Month 9	Future performance and risk reports to be simplified and targeted to provide absolute clarity to where focus and attention by the Board and its Committees will be required	JSp/AW	24-Jul-19	25.09.19 - Ongoing - following an update to Digital Board, it is unlikely that the refreshed data process will be available prior to Spring 2020. The Performance Report is being refined. Revised approach to risk management and reporting is still in development - BAF and overall revised process for risk management will be presented to Trust Board in September 2019.
P1/107/19	29-May-19	2018 Staff Survey	A further update will be provided to September/October Board.	JSh	Sep/Oct 2019	On agenda for November 2019, due to Board Development in October.
P1/145/19	24-Jul-19	Digital Infrastructure and Cloud Options Appraisal	A finalised business case to be presented at October/November 2019 Trust Board	JT/SB	Oct/Nov 19	To be discussed at Board Development day on 30 October 2019.
P1/160/19	24-Jul-19	Junior Doctors	An action plan of issues raised to be developed and an update to be provided to September 2019 meeting	SK	25-Sep-19	Complete
			Consideration to be given to how feedback is provided to consultants.	LB/SK	25-Sep-19	
P1/169/19	25-Sep-19	Progress against Workforce & OD Strategy	Further workforce detail to be provided within TCC report to Nov Board	JSh	27-Nov-19	
P1/170/19	25-Sep-19	Clinical Quality Strategy	Identified amendments to be made prior to publication	SL	27-Nov-19	
P1/171/19	25-Sep-19	Safeguarding Annual Report 2018/19	Clarity on NED Champion roles to be provided to November Board	AW/KD/NEDs	27-Nov-19	
P1/172/19	25-Sep-19	Health & Safety Annual Report	Review of NED for Security to be included as part of wider review.		27-Nov-19	
P1/173/19	25-Sep-19	Emergency Planning – Core Standards Assurance	It was agreed that further evidence would be included within the self-assessment, including an example of the evidence gained following the recent IT incident, with greater clarity on where work is not yet complete and is still in progress.	SL	27-Nov-19	Complete - Following the requested amendments, the self-assessment was circulated virtually to Board members, who were subsequently content to approve the document.
			The updated self-assessment will be shared with Trust Board members for review and sign-off, prior to submission on 1 October 2019.	SL	27-Nov-19	
P1/176/19	25-Sep-19	IPR - Month 4 & 5	It was agreed that LB will approach the Cancer Alliance to request a report on the progress of the regional work being undertaken by AUT.	LB		Complete - On agenda for November 2019
P1/177/19		Finance Report - Month 5	JT to provide clarity around the pay rate discrepancy at paragraph 4.3.1.	JT		
P1/183/19		Junior Doctors action log	An update report will be provided to the January 2020 Trust Board.	AW	29-Jan-20	