

Open Board of Directors Action Log (Sept 2020)

Open	Date of BOD	Minute Ref	Item	Action	Update	Lead	Target Date (RAG)
Open	11-03-20	9/3/2020	Equality Objectives	Revisions and amendments raised by Board to be overseen by People Committee	August 2020 Update: Equality Objectives: legal duty to review every 4 years, paper presented to Board 9/3/20 , feedback provided and amendments made by Liz Johnson. Now recommend objectives reviewed in light of Covid and impact on BAME group etc. April Update: Presentation People Committee in July 2020	Caroline Parry	Bring Forward BOD Sept 2020
Open	08-04-20	6/4/2020	Quality Report	Development of an integrated reporting to provide assurance to NEDs on the connectivity and read across of Quality and Performance	Sept 2020 - Progress update to Board in November 2020 June 2020 - Progress on integrated reporting, progress update to Board in July 2020	Mike Hunter & Phillip Easthope	Bring Forward BOD November 2020
Open	12-08-20	6/8/2020	Back To Good Programme	Insight Upgrade scheduled for 5 September 2020. Board to be updated on the success of the upgrade.	Sept 2020 : The upgrade to the Insight database is now scheduled for 12 September 2020.	Phillip Easthope	Bring Forward November 2020
Open	12-08-20	9/8/2020	Quality Report	Board supported a review of the care models for services with high waiting lists. (Single Point of Access/Emotional Well Being Service, Autism and Gender Identity. Liaise with NHS Sheffield Clinical Commissioning Group (Commissioners)	Sept 2020 : Taken forward and monitored through Performance Report	Phillip Easthope	Bring Forward September 2020

Open	12-02-20	4/2/20	People Strategy	Incorporate comments from Board members in final version of strategy to be presented to People Committee	September 2020 Update: BOD Agenda for September 2020 June 2020 Update The People Strategy will be discussed at the People Committee and presented to Board in September for approval Updated Strategy incorporating Board comments to be progressed through WODC in April 2020 . Item deferred to June 2020 WODC	Caroline Parry	Bring Forward BOD Sept 2020
Open	11-03-20	10/3/2020	NHS Staff Survey	Executive team to review approach to responding to and act upon staff survey outcomes taking on Board	August Update: Scheduled for BOD September 2020 April Update - Activity being halted due COVID-19	Caroline Parry	Bring Forward BOD Sept 2020

Target RAG	Slipped	On Target	Complete
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Open	08-04-20	8/4/2020	Performance Report	SK previous concerns in relation to achievement of Opiate targets. The new contract was awarded on 1 April 2020. Assurance to Board that the new targets are achievable.	September 2020 : Substance Misuse Opiates / Non Opiates. The service has successfully transitioned to a new contract where the access to Psychosocial Interventions target has been removed. Performance against the new contract standards are illustrated in the performance report, where delivery is in line with contract trajectories (Michelle Fearon) May 2020 - Service established and review period	Phillip Easthope	Action Complete September 2020
Open	12-08-20	00/08/20	Staff Experience	Follow up staff support during Covid-19. End of Life - inclusion in the Physical Health Strategy (Final days and limiting illness) Dr Claire Pocklington (G1) to support development of this	Sept 2020 - End of Life care will be referenced in the Physical Health Strategy, An End of Life strategy will also be developed led by Beverley Murphy	Mike Hunter Beverley Murphy	Action Complete September 2020
Open	12-08-20	5/8/2020	Chief Executive's Report	Request for a progress update on the Trust's Transformation Programme	Sept 2020 : Scheduled for September Board (Jason Rowlands)	Phillip Easthope	Bring Forward BOD Sept 2020
Open	12-08-20	7/8/2020	Well Led Development Programme	Chair to progress Council of Governor (COG) Development	The Chair has progressed COG Development recommenced /refreshed after Covid-19 pause	Chair and NEDs	Action Complete September 2020
Open	12-08-20	8/8/2020	SHSC Covid-19 and Forward Work Programme	Questions from the COVID-19 NHS Benchmarking will be addressed in Quality Assurance Committee (QAC)		Mike Hunter & Clive Clarke	Action Complete Schedule through QAC
Open	12-08-20	8/8/2020	SHSC Covid-19 and Forward Work Programme	Covid-19 Phase 3 - Winter Planning. Trust's programme to be share with Board	Sept 2020 : Scheduled for September Board (Michelle Fearon)	Beverley Murphy	Action Complete September 2020
Open	12-08-20	9/8/2020	Quality Report	Board requested an update and timescales for achieving single sex accommodation. To report to Quality & Assurance Committee and Board	Sept 2020 : Scheduled for September Board	Beverley Murphy	Bring Forward September 2020
Open	12-08-20	15b/08/2020	Quality Assurance Committee Significant Issues Report	Board expressed concern re: Complaints capacity and capability	Sept 2020 : Under Review to be progressed over the next 8 weeks	David Walsh	Action Complete September 2020
Open	12-08-20	17/08/2020	Governor and Membership Matters (June 2020)	Formal notification on the end of the terms of three long standing Governors. The Chair to write and formally thank them for their commitment to the Trust		Chair & David Walsh/ Sam Stoddart	Action Complete September 2020

Target RAG

Slipped

On Target

Complete