

Open Board of Directors Action Log

Open	Date of BOD	Minute Ref	Item	Action	Update	Lead	Target Date (RAG)
Public	24/11/21	Pbod21/11/125	Winter Planning and Covid Recovery (Caseloads)	Reporting on caseloads - review and agree timeline for action and cascade report	January update: The caseload number applies to all services and is most relevant to our recovery teams. We have looked at caseloads from a team perspective and understand that the team caseload benchmarks as low when compared with the national average. The benchmark taken in isolation does not report individual practitioner caseload. The Head of Service will be reporting into the Community Transformation Board service quality and performance data and this will be in the data set. The data will be validated and reported from March 22 and will be available to the Board.	Beverley Murphy	Complete
Public	24/11/21	Pbod21/11/136	Board Assurance Framework	Review and ensure timelines and narratives are aligned	Ongoing review and discussion at Committees	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/148	Service User Experience Story	Explore patient/carer military group and bring back to Board.		Beverley Murphy	May-22
Public	26/01/22	Pbod22/01/138	PLACE Lite	PLACE report to April Board meeting		Pat Keeling	Apr-22
Public	26/01/22	Pbod22/01/148	PLACE Lite	Consideration of a structured approach to assessment of Nursing Homes, including where the Trust is a staffing provider and not the registered provider		Beverley Murphy & Pat Keeling	Apr-22
Public	26/01/22	Pbod22/01/148	PLACE Lite	Review of catering contracts, Pat Keeling to link with Heather Smith		Pat Keeling	May-22
Public	26/01/22	Pbod22/01/159	IPQR	Investigate streamlining links between BAF, CRR and IPQR through Risk Oversight Group		Susan Rudd	Apr-22
Public	26/01/22	Pbod22/01/160	Transformation Portfolio Report	A programme of review by Board of each of the Transformation Programmes and add to the work plan	Added to Work Plan	Pat Keeling/ Susan Rudd	Complete
Public	26/01/22	Pbod22/01/22	Transformation Portfolio Report	Review of service user/carer involvement in programmes for discussion		Pat Keeling	May-22
Public	26/01/22	Pbod22/01/22	NHS Priorities and Planning Guidance 2022/2023	Provision of an update to the financial position update at February Board meeting	Presented to February Board meeting	Phillip Easthope	Complete
Public	27/01/22	Pbod22/01/22	NHS Priorities and Planning Guidance 2022/2024	Draft Annual Operational Plan to Board	Presented to March Board meeting (Confidential section)	Pat Keeling	Complete

Target Date	Overdue/Delayed	On Target/Not due	Complete
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Public	26/01/22	Pbod22/01/164	Green Plan	Green Plan to be added to Board workplan for annual presentation	Added to Work Plan	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/165	People Report	People Report to be added to forward plan, reporting 3 times per year	Added to Work Plan	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/166	Anti-Racism Statement	amend narrative of anti-racism statement to reflect development by service user and staff network groups	Amended	Caroline Parry	Complete
Public	26/01/22	Pbod22/01/167	Committee Activity	Alert, Assure, advise report from Audit and Risk Committee to be presented to next meeting	Agenda item, March Board meeting	Anne Dray	Complete
Public	26/01/22	Pbod22/01/167	Committee Activity	Agenda to detail dates of committee minutes	Agenda updated to reflect committee meeting minutes dates	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/168	Safer Staffing – Clinical Establishment Review	Safer staffing report to be added to the Board work plan for bi-annual reporting	Added to Work Plan	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/168	Safer Staffing – Clinical Establishment Review	Consider presenting quality dashboard as part of safer staffing report		Beverley Murphy	Jul-22
Public	26/01/22	Pbod22/01/169	Board Work Programme	Updates to be added as per discussion	Added to Work Plan	Susan Rudd	Complete
Public	26/01/22	Pbod22/01/169	Board Work Programme	Lived Experience Strategy to March Board meeting	Agenda item, March Board meeting	Beverley Murphy	Complete

Completed Actions (Archived the following Month)

Public	26/01/22		Lived Experience Strategy	A draft of the Service User involvement Strategy will be available on 31 January and it will come to the next Board meeting. The name will change to Living Experience strategy	The strategy was presented to the Feb 22 Board workshop meeting.	Beverley Murphy	Feb-22
Public	26/01/22		Board workplan	Review the Board work Plan	Done 28/02/2022	Corporate Governance team	Feb-22
Public	26/01/22		Minutes of 24 November 2021	On page 7, the third paragraph should read 'restrictive', not 'restricted'	Amendments made as instructed.	Corporate Governance team	Feb-22
Public	26/01/22		PLACE Lite	Add the Cleanliness report to April/May Board WorkPlan.	Amendments made as instructed.	Corporate Governance team	Feb-22

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Public	28/01/22		The Green Plan	Green Plan be added to the Board workplan to be presented annually	Added to WorkPlan as instructed.	Corporate Governance team	Feb-22
Public	26/01/22		Committee Activity	Board Agenda to include dates of minutes submitted to Board for approval	Added as instructed.	Corporate Governance team	Feb-22

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