

Public Board of Directors OPEN Action Log For receipt at the July 2024 Board

| Public | Date of BOD | Minute Ref | Item | Action | Update | Lead | Target Date (RAG) |
|--|-------------|------------|--|--|---|--------------|-------------------|
| To note: actions for 2024/25 for board and its sub committees will be numbered rising from 1. This will begin with May 2024 actions | | | | | | | |
| Action 1 | 22 May 2024 | Item 8 | Chief Executive's Report | The Health Foundation have published a recent survey and it was agreed that a link to the report would be circulated to the Board. | The links to webinars related to the recent publication by the Health Foundation and IPSOS was circulated to Board members on 23 May 2024. Action closed. | JD/AW | July 2024 |
| Action 2 | 22 May 2024 | Item 8 | Chief Executive's Report | It was agreed to share the draft response on the NHS Constitution consultation on behalf of the Board for circulation of feedback and views BS to share the link to the NHSE Culture of Care Standards published in May with AW for circulation | The Director of Strategy has provided feedback on the constitution and incorporated input from the Head of Equality and Inclusion. The response to the NHS Constitution was also relayed to senior leaders via the Cascade. Two links to the NHSE Culture of Care Standards published in May, and as discussed at the board meeting in May have been shared with Board members. Action closed. | JD AW | July 2024 |
| Action 3 | 22 May 2024 | Item 9 | Board Committee Activity Reports | Further assurance regarding the reporting of agency and usage and costs for medical staff was requested and it was agreed that detail on cap breaches will be reported through reporting to People Committee | Agency usage data and assurance that we have no off-framework agency use or above price cap breaches for registered and unregistered nursing staff or other staff groups, was reported in the Workforce Dashboard at People Committee on 09/07/2024. The costs for medical staff is scheduled to be reported at September People Committee. Propose action to be closed. | CP | July 2024 |
| Action 4 | 22 May 2024 | Item 9 | Board Committee Activity Reports | In relation to cyber security it was noted that Audit and Risk Committee have asked for a more detailed discussion on this topic at their next meeting and it was confirmed further detail will be highlighted through AAA reports to Board | Discussion has taken place at Audit and Risk Committee on cyber security and risk at its meeting in July. Updates will continue to be provided through AAA reports to the Board. Propose action to be closed. | PE/AD | July 2024 |
| Action 5 | 22 May 2024 | Item 11 | Integrated Performance and Quality Report (IPQR) | Clarity on the data relating to the SAANS service to support understanding of the read across in reporting across the Trust and PLACE was requested and it was agreed that this would be provided outside of the meeting to the Chair. | This has been provided to the Chair. Action proposed to be closed. | NR | July 2024 |
| Action 6 | 22 May 2024 | Item 11 | Integrated Performance and Quality Report (IPQR) | QAC to consider long length of stay and addressing complex case needs, in IPQR discussion at QAC. | This has been noted on the cross-committee tracker and was discussed in July QAC meeting. Action closed. | HS | July 2024 |

Target Date:

Overdue

In Progress

Completed

Closed/Archive

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| Action 7 | 22 May 2024 | Item 19 | Bi-annual population health update | Inclusion of the short term aims and metrics in relation to embedding the Core20Plus5 into workforce planning in support of reducing health inequalities to be included as part of the IPQR Review | Details on the inclusion of Health inequalities KPIs has been included in the IPQR plan 2024-25 for receipt at Board in July, the KPIs will be developed for publication alongside annual report in September 24 and considered for inclusion in the IPQR. Propose action to be closed. | PE | July 2024 |
| Action 8 | 26 June 2024 | Item 3(i) | Quality Account 2023/24 | It was agreed the final version of the Quality Accounts would be shared with Board following updating and inclusion of the signatures of the Chair and Chief Executive. | The final version of the Quality Accounts has been shared with Board members. Action closed. | TB/SM i/AW | July 2024 |
| Open actions from previous board meetings in 2023/24 [closed actions are available in the 2023/24 actions archive] | | | | | | | |
| Action 43 | 27 Mar 2024 | Item 12 | Patient Safety report – Learning and Safety report (Q3) | It was requested that reporting to the Information Commissioner relating to the breach of confidentiality issue reported regarding patient information being sent to wrong addresses, to be referenced in future reports. | Reporting to the Information Commissioner relating to the breach in confidentiality has been included in the report for receipt at Board in July 2024. Propose action to be closed following receipt of this item at Board. | SMi | July 2024 |
| Action 44 | 27 Mar 2024 | Item 14 | Integrated Performance and Quality Report | It was confirmed that precise timescales on when the different elements of data reporting will be in place will be reported and consideration given to the suggestion regarding manually adding missing data into this report. | A proposed plan for changes to the Integrated Performance and Quality Report (IPQR) and key performance indicators (KPIs) 2024-25 is for receipt at the board meeting in July. Propose action to be closed following receipt of this item at the board in July. | PE | July 2024 |
| Action 51 | 27 Mar 2024 | Item 19 | People Strategy 2023-26 annual review, People Plan 2023/24 update Q3/Q4 and 2024/25 People Plan priorities | It was agreed that wording around sickness management in the priorities for 2024/25 would be strengthened. | A full quarterly review was provided to People Committee at the end of Q1 (July 24) for onward reporting to the Board in July. This item has been deferred to the September Board. It has been confirmed that the strengthened wording will be included in this report. | CP | July 2024 New date September 2024 |

Target Date:

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| Overdue | In Progress | Completed | Closed/Archive |
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