

## Board of Directors

Thursday 1 November 2018

<b>Report Title:</b>	Trust Board Action Chart
<b>Executive/NED Lead:</b>	Nick Hulme, Chief Executive
<b>Report author(s):</b>	Ann Alderton, Company Secretary
<b>Previously considered by:</b>	Executive Management Team

Approval

Discussion

Information

Assurance

### Executive Summary

The Trust Board action chart collates all actions arising from meetings and enables monitoring to point of closure. Action chart summary:

Number of actions as at 29/06/18									
Status	<table border="1"> <tr> <td>Blue</td> <td>3</td> </tr> <tr> <td>Green</td> <td>1</td> </tr> <tr> <td>Amber</td> <td>0</td> </tr> <tr> <td>Red</td> <td>0</td> </tr> </table>	Blue	3	Green	1	Amber	0	Red	0
Blue	3								
Green	1								
Amber	0								
Red	0								

### Action Required of the Board of Directors

The Trust Board is asked to note the Trust Board action tracker status

Link to Strategic Objectives (SO)		Please tick
SO1	Improve quality and patient outcomes	<input checked="" type="checkbox"/>
SO2	Provide better value for money	<input checked="" type="checkbox"/>
SO3	Sustain and improve access to services that meet the needs of the population	<input checked="" type="checkbox"/>
SO4	Deliver a sustainable, skilled workforce	<input checked="" type="checkbox"/>
<b>Risk Implications for the Trust</b> (including any clinical and financial consequences)		<b>If action is not taken and evidenced on board decisions, the board will not be assured that it has taken place</b>
<b>Trust Risk Appetite</b>		Compliance/Regulatory: The board has a minimal risk appetite when it comes to compliance with regulatory issues. It will meet laws, regulations and standards unless there is strong evidence or argument to challenge them
<b>Legal and regulatory implications</b> (including links to CQC outcomes, Monitor, inspections, audits, etc)		None noted
<b>Financial Implications</b>		None noted
<b>Equality and Diversity</b>		None noted

**REPORT TO THE BOARD MEETING IN PUBLIC – Action Chart**  
**October 2018**

Blue	Completed and will be removed from chart for next iteration.
Green	Status updated and on track within the timescale.
Amber	Status not updated/completed and the deadline passed.
Red	Status not updated/completed and deadline passed by more than one month.

Minute Reference	Item	Agreed action	Responsibility	Deadline for completion of action	Item for future Board meeting	Action status	RAG
<b>Minutes from 2 August 2018</b>							
18/34	<b>Finance &amp; Performance Chair's Key Issues report</b>	The transitional BAF, comprising the strategic risks confirmed from the predecessor Trusts and the Post-Transaction Implementation Programme to be presented to the Board in November 2018	AA	1 November 2018	Yes	Completed – on 1 November board agenda	Blue
18/41	<b>Corporate Governance Framework</b>	To review the Corporate Governance Framework within 6 months	AA	31 March 2019	Yes	Review of the Corporate Governance Framework would be undertaken following well-led self-assessments and external observations in Q4	Green
18/46	<b>Report of Charitable Funds Committee</b>	To arrange a corporate trustee session for the Board following the appointment of the new Non-Executive Directors	AA	1 November 2018	Yes	The board will no longer hold separate Board as Charitable Trustee meetings (as formerly undertaken by Ipswich Hospital) but instead,	Blue

						Charitable Funds will be an integral part of the Board agenda when there are decisions to be taken (as formerly undertaken by Colchester Hospital)	
<b>Minutes from 24 April 2018</b>							
CHUFT 18/33	Finance & Performance Committee	To contact NHSI regarding the status of the S106 letter in relation to undertakings made and met over performance in Q4 2017/18.	NH/AA	<del>30 August 2018</del> 31 March 2019	Yes	NHSI advise that the S106 undertakings will remain in force until all of the undertakings have been completed. Although some of the undertakings related to Q4 2017/18, there remain a number of undertakings that are not due to be completed until Q4 2018/19. This is on the board forward calendar and can be removed from the action tracker	<b>Blue</b>