

Public Board of Directors

Report Title:	Trust Board Action Chart
Executive/NED Lead:	Nick Hulme, Chief Executive
Report author(s):	Denver Greenhalgh, Director of Governance
Previously considered by:	Board of Directors at each meeting.

 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	6	
Status	Blue	3
	Green	2
	Amber	1
	Red	0

The Board is asked to note that the Blue RAG items will not feature on future iterations of this report.

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	Keep people in control of their health	<input type="checkbox"/>
SO2	Lead the integration of care	<input type="checkbox"/>
SO3	Develop our centres of excellence	<input type="checkbox"/>
SO4	Support and develop our staff	<input type="checkbox"/>
SO5	Drive technology enabled care	<input type="checkbox"/>
Risk Implications for the Trust <i>(including any clinical and financial consequences)</i>		If action is not taken and evidenced on board decisions, the board will not be assured that it has taken place.
Trust Risk Appetite		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
Legal and regulatory implications <i>(including links to CQC outcomes, Monitor, inspections, audits, etc)</i>		Failure to have robust governance in place may lead to regulator sanctions.
Financial Implications		There are no financial implications associated with this paper.
Equality and Diversity		There are no equality, diversity of inclusion implications associated with this paper.

REPORT TO THE BOARD MEETING IN PUBLIC – Action Chart

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
30 January 2020							
P11/20	Nursing and Midwifery Workforce update	Update on the workforce to be brought to the Board in 6 months with an annual comprehensive review report.	MD GT	Apr '21	September-2020 /Annual report May '21 September-2021 Oct '21	Will be updated via IAC CKI Feb '21 Update - Acuity review was undertaken in November '20 with minimal changes noted. Following discussion held with workforce, finance leads, and senior clinical teams it was concluded that due to rapid changes to ward reconfigurations, acuity and patient populations, it was not feasible to undertake an acuity review on the wards until the ward configuration returns to its usual patient groupings. At this stage an acuity review will be undertaken, in line with national best practice standards, and presented to the Board. It is expected that this will occur in April, and submitted to the public board in May. May '21 Update – Update to be presented in September. August '21 Update – Paper deferred to October '21 Board meeting and then in line with requirements at the Public Board in Nov '21.	A

6 May 2021							
P17/21	Performance Committee CKI	The Chair to consider with Mrs Taylor-Brown and the Director of Governance regarding the appropriate sharing of draft minutes with Non-Executives.	HT/ CTB / DG	June '21		<p>July '21 Update – Draft minutes when once approved by chair of Committee will be emailed to all NEDs for information, to commence June '21 rounds of Committees.</p> <p>August '21 Update – draft minutes will be shared via email prior to the Board meeting.</p>	B
P21/21	Wellbeing Update	Arrangements to be made to reinstate a staff story to Part 2 of the Board meetings.	KR	Sept. '21		<p>July '21 Update – This will commence from September '21 Board meeting.</p> <p>August '21 Update – Staff story arranged for Part 2 of Board meeting.</p>	B
8 July 2021							
P28/21	Every Baby Every Day	Update report to be brought to the Board quarterly to maintain oversight.	GT	Oct '21 and then quarterly afterwards.	Oct '21	<p>August '21 Update – First report to be provided at the October '21 Board meeting. An update on establishing the work programme is included in the Part 2 of the Board for the August '21 meeting.</p>	G
P34/21	Accelerator site update	Consideration to be given to how the activity numbers could be reported in future reports, to show numbers by speciality rather than percentage to help understand the trends.	NM	Sept '21		<p>August '21 Update – This will be incorporated into future reporting within the Integrated Performance Report.</p>	B
P36/21	Board Assurance Framework (BAF)	Separate risk to be raised for maternity given the significance of the issues raised during the Board meeting.	GT	Aug '21		<p>August '21 Update - Draft risk submitted to Trust risk team for initial review in readiness for inclusion into the Board Assurance Framework</p>	G