

Action Points - Board of Directors in PUBLIC

Key:

Blue	Completed and will be removed from chart for next iteration - presented to meeting prior to removal
Green	Status updated and on track within the timescale.
Amber	Status updated and the deadline passed.
Red	Status not updated and deadline passed by more than one month.

Minute Reference	Agenda item	Action	Accountable Officer	Target Completion Date	Status Update/Date of completion	RAG
02-Mar-23						
P33/23	Key Issues Report - Quality and Patient Safety Committee	Question how ICB is utilising inequalities funding to ensure benefit to patients covered by ESNEFT	Nick Hulme		28/4/23: Letter sent to SNEE Chief Executive to seek further information; verbal update to be provided at the meeting. 4/5/23: Meeting with ICB/West Suffolk Hospital Chief Executives to ensure this significant investment makes a difference with appropriate Key Performance Indicators 30/3/23: Meeting can now be closed now that Chief Medical Officer has joined Committee to ensure ESNEFT patient interests are represented and included	B
P43/33	Freedom to Speak Up	Recommendations supported; Director of People and Organisational Development to lead on revised self-assessment; six monthly reporting; work with Guardian to build his experience into the revised leadership training requirements	Debbie O'Hara Kate Read	01/09/2023 2/11/23	14/4/23: Six monthly reporting confirmed in Board work programme for 2023/24 26/6/23: Dr Jayne Chidgey-Clarke, National Guardian, is due to join a Board Seminar on 11 October. Self-assessment to be presented to POD in September and the Board for approval as part of FTSU report to Board in public on 2 November	G
04-May-23						
P52/23	Report from the Trust Chair	Message of congratulations to be sent to James Archard from the Board for his recent award	Helen Taylor	31/05/23		G
P53/23	Report from the Chief Executive: Integrated Care Board/Integrated Care Partnership	Confirm the meaning/content of the 'breaking the mould' course to clarify how this will support system change	Nick Hulme	30/06/23	30/6/23: This link explains how the breaking the mould plan will work but it is still in the early stages and the meetings are yet to be confirmed https://www.sneeics.org.uk/get-involved/system-learning-and-other-publications/break-the-mould/	B
P58/23	Strategic Plan monitoring - Quarter 4 report	Director of Elective Recovery to lead a discussion for the Board on elective recovery to include the entire pathway	Nick Hulme		28/6/23: Deep dive undertaken at Performance and Finance Committee 28 June 2023 with all Non-Executive Directors invited to attend	B
P59/23	ESNEFT as an Anchor Organisation	Measurement/dashboard and longer term plan to be reconsidered	Adrian Marr	02/09/23	28/6/23: There is no national guidance on measurements for Anchor Organisations. University College London has been commissioned to provide metrics, which will be completed and shared mid July.	G
P67/23	Well-Led Developmental Review	Implementation plan approved to address recommendations, with review of timescales by new Director of Governance to ensure appropriateness	George Chalkias	30/06/23	26/6/23: Steady progress being made on implementation and no requirement to amend deadlines; some actions have been implemented earlier than planned	B
P68/23	Board and Committee effectiveness	Review questions, space for additional narrative and timing of survey for this financial year to enhance responses	George Chalkias	30/06/23	26/6/23: Reviewed. New review tool and longer response time to be provided in future years	B
P68/23	Board and Committee effectiveness	People and Organisational Development Committee related discussions to be included; deep dive required at Board within next three months on transformation risk	Nick Hulme George Chalkias	04/08/23	Added to work programme during meeting, date to be confirmed 9/5/23: Date confirmed as 6 July meeting and work programme updated	B