

## Action Points - Board of Directors in PUBLIC



**Key:**

<b>Blue</b>	Completed and will be removed from chart for next iteration - presented to meeting prior to removal
<b>Green</b>	Status updated and on track within the timescale.
<b>Amber</b>	Status updated and the deadline passed.
<b>Red</b>	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
<b>04-May-23</b>						
P59/23	ESNEFT as an Anchor Organisation	Measurement/dashboard and longer term plan to be reconsidered	Adrian Marr	02/09/23	<p><b>28/6/23:</b> 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.</p> <p><b>31/8/23:</b> The UCLP Measurement Toolkit for Health Anchors was published in July, ESNEFT have been working with the ICS to determine which indicators (out of the list of 58) would be most appropriate for all organisations within the ICS to use. A draft ICS dashboard was shared at a meeting on 24 August. The next steps are for each organisation including ESNEFT to review the proposed indicators and provide feedback by 26 September to enable confirmation of a set of agreed indicators ready for the first ICS Anchors Programme Board meeting in October. Further verbal update to be provided at meeting</p> <p><b>7/9/23:</b> 58 indicators to be refined to a reasonable number that are measurable.</p> <p><b>27/10/23:</b> ESNEFT have worked with ICS colleagues to define the metrics that SNEE would want to use for all of our Dashboards. UCL provided 54 potential metrics for organisations to decide to implement, of those we have chosen to implement 40; 31 Qualitative and 9 Quantitative. We have also gone through each metric to determine where the data will be taken from to ensure consistency. At the SNEE ICS Anchors Dashboard Programme Board on the 19th Oct a draft template dashboard was presented, it was agreed that this would be finalised and sent to all ICS organisations by the 13th Nov with a completion date of 27th Nov.</p>	<b>G</b>
<b>07-Sep-23</b>						
P103/23	Patient Story	Acting Chief Nurse to feedback Board's thanks to Wendy for sharing her experiences.	Emma Sweeney		<b>20/9/23:</b> Action completed. Board's thanks fed back.	<b>B</b>
P112/23	Strategic Update Quarter 1	Discussion on format of reporting to be considered outside the meeting	Shane Gordon		<b>20/9/23:</b> Action complete. No further comments received from colleagues.	<b>B</b>
P114/23	Digital, Data and Technology Strategy	Disclaimer to be added to strategy relating to the photographs used, stating that some had been taken when masks were mandatory and some when not.	Mike Meers		<p><b>26/10/23:</b> The requested Disclaimer has been shared with our design publishers and amended versions for both the Digital and Data Strategy, and New Cyber Strategy have been requested before publication.</p> <p>The board action has been shared with our communications team to identify suitable documents for similar inclusion going forward.</p>	<b>B</b>
P119/23	Integrated Performance Report: Workforce and Organisational Development	Further review of leavers to ascertain whether there were specific teams where the rate is higher; communicate the positive messages regarding recruitment and training w/c 11 September	Kate Read Rebecca Driver		<b>20/9/23:</b> Deep dive into leavers data undertaken. No specific areas identified, however, recognition that data collection needs to improve to ensure meaningful results. A change in the process has been agreed and results will be reported to POD in accordance with the work plan. Positive message sent within Team ESNEFT News 11/9/23	<b>B</b>
P119/23	Integrated Performance Report: Workforce and Organisational Development	Training performance and ambition to be further reviewed at POD	Kate Read		<b>20/9/23:</b> Review and triangulation of survey data in respect of training will be undertaken at the FoE Steering Group in October 2023. CKIs will be reported to POD in November 2023.	<b>B</b>

P122/23	Board Assurance Framework	Process for assessing risk to be provided to Usha Sundaram outside of meeting; review of other methodology and training material that may enhance Trust processes, with any subsequent learning to be brought into the Board risk seminar	George Chalkias		<p>20/9/23: Risk policy which includes the BAF risk rating methodology sent to Usha Sundaram on the day of the Board meeting. Action to be closed.</p>	B
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