

Action Points - Board of Directors in PUBLIC

Key:

Blue	Completed and will be removed from chart for next iteration - presented to meeting prior to
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
11 January 2024						
P03/24	Patient Experience	To hold a quality improvement session looking at further work with front line staff and patient experience.	Angela Tillett	01/02/24	26/2/24: Board seminar to be arranged in 2024/25 to focus on the patient experience. Added to work programme for 2024/25 with date to be confirmed.	B
P09/24	Key Issues report - Performance and Finance Committee	Performance and Finance Committee to consider incorporating a deep dive on national targets and standards into its programme for next 12 months to review level of ambition to reflect potential of these becoming more patient-focussed/outcome based	Eddie Bloomfield Adrian Marr	01/02/24	6/2/24: Update provided to Board 1/2/24 in Key Issues Report following January meeting of Committee. Business planning for 2024/25 considered at Board Seminar 21/2/24 and Performance and Finance Committee 28/2/24 with updates to Board via the Key Issues report. To then form part of business planning	B
P10/24	Key Issues report - People and Organisational Development Committee	Committee to have discussion on impact of cultural ambassadors but also on sickness absence, how we compare nationally and how to incorporate into business planning	John Humpston	01/02/24	14/2/24: Discussed at agenda planning. Recruitment drive planned for ambassadors and diversity champions to be progressed, linking with FTSU champions, for review later in the year as part of Equality, Diversity and Inclusion update presented six monthly to POD (20/3/24 next report). Cultural Ambassadors continue to be used for disciplinary and grievance panels and are working with EMBRACE to consider expansion to role. ESNEFT remains below the national sickness absence data for both short and long term sickness absence but above Trust target of 4%. Data for January 2024 shows demonstrates 1% lower absence compared to the same period in 2023 following the national trend of reducing sickness absence. This continues to be monitored closely and staff are supported through revised leave policy and health and wellbeing offer to remain well at work.	B
P11/24	Key Issues report - People and Organisational Development Committee	Review of security arrangements across the site/community to be reported back to board.	Nick Sammons	01/02/24	22/2/24: Discussed at Quality and Patient Safety Committee with scope for review requested to next Committee meeting. Update to be provided to Board via Key Issues Report	B
P12/24	Maternity transformation: Leadership team presentation	Declaration Form for year 5 MIS approved by Board for signature by Chief Executive	Nick Hulme	01/02/24	Signed off 19/1/24	B
P16/24	Key Issues Report – Audit and Risk Committee	Committee and Board approval of 2022/23 annual report and accounts to be confirmed, and a short virtual Annual Members Meeting held before the end of year	Adrain Marr Mark Millar	01/02/24	16/1/24: Committee and Board approval confirmed. Annual report submitted and laid before Parliament 22/1/24 and published. Annual Members Meeting took place 5.30-6pm, Wednesday 21 February	B

P20/24	Public Questions	Council of Governors to receive an update on patient experience work.	Helen Taylor Ann Filby	01/02/24	070321 Item 1 5/2/24: Update from Chief Nurse was scheduled as a potential agenda item for June 2024. To include input from Head of Patient Experience	B
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