

**Public Trust Board Action Log – as at 7<sup>th</sup> February 2019**

Meeting Item Number	Action	Lead	Due	Status/Update
TB (11/18) 015	Mr Lewis to circulate additional reconfiguration working papers to Trust Board members.	TL	December 2018	Delayed but to be issued during March
TB (12/18) 003	Provide a response about when the booking-in screens will be fixed at Rowley Regis Hospital.	RB	May 2019	Equipment ordered. Project completed expected in late May.
TB (12/18) 003	Update on return of chemotherapy services to Sandwell General Hospital to be provided.	TL	January 2019	Complete
TB (12/18) 007	Stroke symposium to take place and an update on this to January Quality and Safety Committee	RB	February 2019	Date to be confirmed orally
TB (09/18) 011	IT Resilience: future state model and budget review for November Trust Board Meeting.	TL	January 2019	Completed as part of 19-20 budget setting
TB (11/18) 006	Brexit – ensure this issue is included on the Strategic Board Assurance Framework	KD	February 2019	Current risk profile does not necessitate SBAF entry in year
TB (11/18) 006	Future R&D board development session proposed with primary care colleagues (led by Prof Lasserson)	TL	Ongoing	Scheduled for Quarter 1, 2019/20
TB (01/19) 005	Unfunded red risks are to be resolved by March Board meeting	KD	April 2019	Completed
TB (01/19) 003	Ms Barlow to meet with Mrs Weatherhog and to organise a deeper dive into the foot health service	RB	March 2019	Ongoing

Meeting Item Number	Action	Lead	Due	Status/Update
TB (01/19) 012	The commitment on the validation on open referrals is to be completed by the 31 March	RB	April 2019	Not yet due
Patient Story	Mrs Gardner to arrange to visit other establishments utilising the PARO seal for the purposes of evaluation	PG	April 2019	Not yet due
TB(02/19)008	Take as a matter arising on the April Board where the Trust is on the Blue Pillow good night's sleep item and brief about lack of pillows issue.	PG	April 2019	Not yet due
TB(02/19)009	Check 21 day compliance target investigation at the Quality and Safety committee in April to see if this has been achieved.	KD	April 2019	Not yet due
TB(02/19)010	CQC IP ambers: Investigate the Protected time issue for nurse leaders and to put a plan together to give a better delivery of this.	RB/TL/P G/RG	April 2019	Not yet due
TB(02/19)013	Brexit: Carry out an assessment over the next two or three months of long-term labour supply sources to highlight risks that opposed by changes to the EU exit and new immigration bill.	RG	June 2019	Not yet due
TB(02/19)014	Bring CQC feedback on the well led update to the next Board and revisit our self-assessment section subject to the report being published.	KD	April 2019	Not yet due
TB(02/19)016	NHSI Workforce Safeguards: Take actions that are listed in the paper and add them to the action log for the People and OD Committee	KD	March 2019	To be completed for 25/3/19 meeting
TB(02/19)016	NHSI Workforce Safeguards: Look at other Board's response documents across the West Midlands for comparison of approach.	RG	February 2019	Oral update at Board meeting
TB(02/19)017	7-day service Board assurance: Liaise with other Trusts regarding compliance on the Consultant Delivered Standard report findings.	RB	April 2019	Not yet due
TB(02/19)017	Paybill: Research issues surrounding the four steps as described by Mr Lewis and prepare report findings for the next Board meeting.	RG	March 2019	On the agenda
TB(02/19)020	<b>w</b> elearn: Bring the implementation plan to the April Board meeting.	KD	April 2019	Not yet due