

Public Trust Board Action Log at 7 November 2019

Action			Assigned To	Due Date	Status / Response
1.	TB (08/19) 019	Identify one individual to take ultimate ownership for each item within the bed plan.	RB	November 2019	Covered on agenda
2.	TB (09/19) 010	Make a decision on the Lot 3 moderation panel.	TL	October 2019	Completed: RS, HK, TL, KD and DC
3.	TB (09/19) 013	Circulate the open referral progress from the Board Action Log and the reconciliation of the open referral problems/open referral solutions.	RB	November 2019	Issued last week
4.	TB (10/19) 008	Reflect on the STP/SBAF issue and a draft document produced for wider consideration of the Board.	RS/TL	November 2019	SBAF entry being developed
5.	TB (10/19) 009	Assist positive messaging to managers around the placement of long-term sick employees into other jobs.	RG	November 2019	To be issued in month
6.	TB (10/19) 010	Request that the Quality and Safety Committee consider producing a CQC inspection readiness review.	KD	December 2019	Not yet due, but on track
7.	TB (10/19) 010	Produce a briefing note on policies to bring to a future Board meeting.	KD	December 2019	Not yet due, but on track
8.	TB (10/19) 013	Agency estimate to be reviewed to check how it would reconcile at local level. The agency report and A&E plan to be discussed at the next Board meeting.	RB/TL	November 2019	On agenda
9.	TB (09/19) 013	IQPR - consider changes to the report to simplify the data and provide more clarity/selectiveness in the data in the "At a Glance" information (progress through CLE then Quality and Safety Committee).	DB	December 2019	To be discussed in executive away day
10.	TB (09/19) 001	Discuss and consider how patient stories could be embedded into the WeLearn process.	PG, KD, RW	November 2019	Not yet due.
11.	TB (09/19) 001	Present an evaluation of the PARO Seals' performance.	PG	November 2019	On agenda

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12.	TB (09/19) 006	Decide on a point in time (early November) where it could be identified if there were safety and quality issues in their EDs or not and to take a cut in the data and form a view.	KD	November 2019	On agenda
13.	TB (09/19) 017	Provide reflection to the EQC in four to five months, as to whether the MOH protocol instigations were working.	PG	January 2020	Not yet due.
14.	TB (08/19) 005	Consider their views on quality in the three General Practices to be featured at the Quality and Safety Committee.	DC	October 2019	Completed at last meeting
15.	TB (08/19) 017	Prepare a paediatrics equivalent analysis of the demonstrated analysis in paper <i>TB (08/19) 017</i>	RB/TD	October 2019	Delayed to November
16.	TB (08/19) 019	Identify one individual to take ultimate ownership of each item within the Bed Plan.	RB	October 2019	Covered by paper on agenda
17.	TB (07/19) 020	Mr Lewis to work with WCH Group to agree a basis for long term investment	TL	October 2019	Overdue and oral update to be provided
18.	TB (05/19) 010	Progress clean air planning for the Trust to include electric vehicle option	TL	December 2019	Ongoing pending CCG PTS decision
19.	TB (05/19) 015	Create single reporting template for pillar plan data supporting 2020 vision	TL	July 2019	Deferred to January 2020 because of competing Unity pressures
20.	TB (11/18) 006	Future R&D board development session proposed with primary care colleagues (led by Prof Lasserson)	TL	Ongoing	To be confirmed

Trust Board Attendance Register 2019/20

Trust Board Members		04-Apr-19	02-May-19	06-Jun-19	04-Jul-19	01-Aug-19	05-Sep-19	03-Oct-19	07-Nov-19	05-Dec-19	02-Jan-20	06-Feb-20	05-Mar-20
Mr R Samuda	Chairman	Y	Y	Y	Y	Y	Y	Y					
Mrs O Dutton	Non-Executive Director	Y											
Ms M Perry	Non-Executive Director	Y	Y	Y	Y	Y	Y	Y					
Prof K Thomas	Non-Executive Director	Y	Y	N	N	Y	Y	Y					
Mr H Kang	Non-Executive Director	N	Y	Y	Y	Y	N	Y					
Mr W Zaffar	Non-Executive Director	Y	Y	N	Y	Y	Y	Y					
Mr M Hoare	Non-Executive Director	Y	Y	Y	N	Y	Y	Y					
Mr M Laverty	Assoc. Non-Executive Director	Y	Y	Y	Y	N	Y	Y					
Mr T Lewis	Chief Executive	Y	Y	Y	Y	Y	Y	Y					
Ms D McLannahan	Acting Director of Finance	Y	Y	Y	Y	N	Y	Y					
Ms R Barlow	Chief Operating Officer	Y	Y	N	Y	Y	Y	Y					
Prof D Carruthers	Medical Director	Y	Y	Y	Y	Y	Y	Y					
Mrs P Gardner	Chief Nurse	Y	Y	Y	Y	Y	Y	Y					
Mrs R Goodby	Director of People and OD	Y	Y	Y	Y	Y	Y	N					
Miss K Dhami	Director of Governance	Y	Y	Y	Y	N	Y	Y					

Y	Attended meeting
N	Apologies were provided