

## Public Trust Board Action Log at 5 December 2019

Action			Assigned To	Due Date	Status / Response
1.	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	Due in January
2.	TB (10/19) 009	Assist positive messaging to managers around the placement of long-term sick employees into other jobs.	RG	November 2019	Ongoing
3.	TB (10/19) 010	Produce a briefing note on policies to bring to a future Board meeting.	KD	December 2019	Closed – oral update
4.	TB (05/19) 010	Progress clean air planning for the Trust to include electric vehicle option	TL	December 2019	Delayed by tender. Now due February
5.	TB (11/19) Patient Story	Complete an audit on how systemic the issue of not booking radiology in advance for procedural operations with a predicted discharge resulting in increased length of admission, and to introduce a process to avoid reoccurrence.	RB	December 2019	Ongoing
6.	TB (11/18) 006	Future R&D board development session proposed with primary care colleagues (led by Prof Lasserson)	TL	Ongoing	To be confirmed
7.	TB (11/19) Chairman's Comments	Return the learning disabilities accreditation programme to the action tracker.	KD	Ongoing	Open item
8.	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

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9.	TB (05/19) 015	Create single reporting template for pillar plan data supporting 2020 vision	TL	<del>July 2019</del> January 2020	Overdue
10.	TB (11/19) 002	Revisit the recovery of overseas visitor funds in January.	KD/DM	January 2020	February Board
11.	TB (11/19) 020	Complete the outstanding actions in Annex A and B of paper <i>TB (11/19) 020 Serious Incident Investigations: mid-year report</i> by January 2020 for analysis of the impacts of the actions.	KD	January 2020	On agenda
12.	TB (11/19) 003	Mrs Gardner to detail the route to a green IC rating at the next Quality and Safety Committee	PG	January 2020	On agenda – CEO annex
13.	TB (11/19) 001	Return with a further Paro Seal evaluation to the quality and safety committee in April 2020	PG	April 2020	Not yet due
14.	TB (12/19) 017	Present the Midland Met construction contract to the Estates Major Projects Authority before signing.	TL	ASAP	Complete
15.	TB (12/19) 017	Midland Met countdown to be included on the agenda of the February 2020 Board meeting.	KD	February 2020	Not yet due