

Public Trust Board Action Log at 6 February 2020

Action		Assigned To	Due Date	Status/Response	
1.	TB (11/18) 006	Future R&D board development session proposed with primary care colleagues (led by Prof Lasserson)	TL	Ongoing	To be confirmed
2.	TB (05/19) 010	Progress clean air planning for the Trust to include electric vehicle option.	TL	Dec 2019	Costs now approved and action in progress. Complete for CAZ go live.
3.	TB (05/19) 015	Create single reporting template for pillar plan supporting 2020 vision.	TL	Jan 2020	Item to remain on the action log.
4.	TB (10/19) 008	Reflect on the STP/SBAF issue and a draft document produced for wider consideration of the Board.	RS/TL	Nov 2019	Further discussions are required and will be in 20-21 SBAF.
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	Dec 2019	Overdue and will go to Q&S in March
6.	TB (11/19) Chairman's Comments	Return the learning disabilities accreditation programme to the action tracker.	KD	Ongoing	To be discussed at the April Board meeting via Q&S Committee in March.

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7.	TB (11/19) 001	Return with a further Paro Seal evaluation to the Quality and Safety Committee in April 2020.	PG	Not yet due	
8.	TB (11/19) 002	Revisit the recovery of overseas visitor funds in January.	DMc	Jan 2020	Invoices reduced to 391 by 14/2/20 and zero by 26/3/20. Responsibility for process moves to KD from ¼.
9.	TB (02/20) Questions from members of the public	Investigate the provision of hot food in the SCaT Centre and report back to the questioner from the public forum in writing.	TL	March 2020	Complete
10.	TB (02/20) 005	Draft a letter to HSIB on behalf of TL and RS, expressing concern about the delayed maternal death investigations process.	TL	March 2020	Complete
11.	TB (02/20) 010	The stroke team to be invited to the Board to discuss performance indicators in June or July.	RB	Jun/Jul 2020	Not yet due
12.	TB (02/20) 011	Present numbers on results endorsements for discussion at the April Board meeting.	DC	Apr 2020	Not yet due
13.	TB (02/20) 011	Investigate the action to mitigate risk 1762 and report back to MP	RB	March 2020	Oral update at meeting
14.	TB (02/20) 015	Investigate the definition of 'hard-to-fill' in relation to Surgical Services vacancies.	RG	March 2020	Addressed in paper on agenda
16.	TB (02/20) 016	SBAF risks assurance level topic to be kept on the	KD	Ongoing	Whole Executive revised

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		agendas of Board Committees.		SBAF adequate assurance and matter is reflected in CEO report.	
17.	TB (02/20) 018	Rewrite the Midland Met Appeal Campaign information to reflect the inclusion of the Charitable Funds Committee and the alter the fundraising target to £2.5m (approx.)	RW	March 2020	Complete