


**Public Trust Board Action Log: 3 September 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)	DC	Oct 2020	Given other considerations for board development and change in focus of R+D with COVID this may not be possible within near future. Will bring back proposal via R+D committee as restoration of research agenda develops.
2.	TB (05/19) 010	Progress clean air planning for the Trust to include electric vehicle option.	TL	Nov 2020	All general transport being considered. Plan on track for delivery in November 2020.
3.	TB (05/19) 015	Create single reporting template for pillar plan supporting 2020 vision.	TL	<del>Jan 2020</del> November 2020	Action for forward look was from May 2019 and was to form part of discussions through 2020. It would now be appropriate to provide an update on the pillar plans and start forward look for next 5 years. Scheduled for November Board.
4.	TB (02/20) 010	The stroke team to be invited to the Board to discuss performance indicators in June or July.	RB	July 2020	A future date will be planned for stroke team to present to the board (Date TBC)

Sandwell and West Birmingham Hospitals 

NHS Trust

5.	TB (02/20) 016	Schedule time to work on driving SBAF assurance improvements.	TL/RBa	Ongoing	Ongoing
6.	TB (08/20) 010	Reach out to CCGs to investigate whether GPs are carrying out separate patient stratification work.	LK		LK to seek update from CCG. Verbal update at meeting
7.	TB (08/20) 012	Longer-term funding for the Wellbeing Sanctuary to be on the agenda for discussion by the next Finance Committee.	RG	Sept 20	Funding source needs to be identified. Agenda item for Finance Committee in September. <b>Complete</b>
8.	TB (09/20) XXX	Review discharge processes to ensure that patients are given autonomy in the decisions about whether to return home or to consider alternative care options	KF	October 2020	Referred to GDON's meeting for discussion and taking forward <b>Complete</b>
9.	TB (09/20) 010	Provide a comparative performance report in relation to bringing back services.	LK	Oct 2020	
10.	TB (09/20) 011	Reconcile Position FTE to budget and identify drivers for increase in Position FTE and vacant posts.	DMc	Oct 2020	Verbal update at meeting
11.	TB (09/20) 011	Include a forward-looking recruitment trajectory to enable performance tracking against the recruitment plan (aligned with the vacancy factor).	RG	Oct 2020	The recruitment trajectory has been discussed at CLE and operations, finance and HR are working together on reconciling the money with the vacancies. Every clinical group has been challenged by execs in their group reviews held on 17th September.

12.	TB (09/20) 012	Monthly report to Trust Board to provide assurance and/or highlight where focus should be concentrated as the Trust moves forward in preparation for the CQC inspection	KF	Oct 2020	Agenda Item
13.	TB (09/20) 014	Develop return on investment metrics to assist with Digital Ambition Project prioritisation	LK	Dec 2020	Not yet due