







Matters Arising and Board Action Points

2 December 2019



Agenda Item No: 3.0

Trust Board Report

Meeting Date:	2 December 2019
Title:	Board Action Points
Executive Summary:	This report lists the outstanding actions from previous Board meetings, and timescales for completion.
Action Requested:	To note the actions taken, or still outstanding.
Report of:	Chief Executive
Author:	Keith Wilshere
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Links to Trust Strategic Objectives	N/A
Resource Implications:	None identified
Risks: BAF/ TRR (describe risk and current risk score)	None identified
Public or Private: (with reasons if private)	Public
References: (eg from/to other committees)	Minutes of previous Board meetings
Appendices/ References/Reading	None
NHS Constitution: (How it impacts on any decision-making)	In determining this matter, the Board should have regard to the Core principles contained in the Constitution of: <ul style="list-style-type: none">  Equality of treatment and access to services  High standards of excellence and professionalism  Service user preferences  Cross community working  Best Value  Accountability through local influence and scrutiny

Background Details

1	Background				
	This report provides the opportunity formally to monitor progress against actions agreed by the Board, so that undue delay, or failure, to complete tasks is routinely challenged.				
	Date and Minute Number	Subject	Action	Person Leading	Completion Date
	6 August 2019/TB. 7547	ICT Strategy	The new ICT Strategy to be presented at Trust Board in March 2020.	KS	3 March 2020
	6 November 2019/TB.7634	Lay Chairs	Mr Duffell to liaise with personnel for grouping of Consultant Interviews. Mr Wilshere to co-ordinate notifications and co-ordination of NEDs as lay chairs.	AD KW	2 December 2019
	6 November 2019/TB.7642	Integrated Quality and Performance Report	Ms Nuttall to circulate the presentation slides on theatres which were presented at the Finance and Performance Committee to all Board Members and to reply to Mr Dunshea's question separately.	GN	2 December 2019
	6 November 2019/TB.7653	Clinical Audit Award Winners Presentation – Stroke unit	Mr Wilshere to add to the Board Development Sessions a discussion on the usage of volunteers within the Trust. Update - provisionally booked for the 4 June 2020.	KW	2 December 2019

6 November 2019/TB7656	Staff Voice – Catering Staff	Mr Stringer to explore the cost and funding of a UV light decontamination machine. Ms Ibbs-George, Ms Mayfield and Mr Reid to explore a potential research project concerning the use of the decontamination machines.	KS LIG	
6 November 2019/TB7658	Learning from deaths	Dr Odum to insert more detail within the report and check numerical data Update – amended table added to the reading room. Mr Wilshere to add to the prospective Board Development Schedule a discussion on Learning from Deaths. Update – provisionally booked for the 4 June 2020.	JO KW	2 December 2019

Recommendation

The Board is recommended to note the Action Points listed above.