







## Trust Board Report

<b>Meeting Date:</b>	30 March 2015
<b>Title:</b>	Board Action Points
<b>Executive Summary:</b>	This report lists the outstanding actions from previous Board meetings, and timescales for completion.
<b>Action Requested:</b>	To note the contents of the report, or to seek clarification about progress of individual items.
<b>Report of:</b>	Chief Executive
<b>Author:</b> <b>Contact Details:</b>	Adrian Sargent Tel           01902           694294           Email adrian.sargent@nhs.net
<b>Resource Implications:</b>	Nil
<b>Public or Private:</b> (with reasons if private)	Public Session
<b>References:</b> (eg from/to other committees)	None
<b>Appendices/ References/ Background Reading</b>	The minutes and reports of previous Board meetings.
<b>NHS Constitution:</b> (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"> <li> Equality of treatment and access to services</li> <li> High standards of excellence and professionalism</li> <li> Service user preferences</li> <li> Cross community working</li> <li> Best Value</li> <li> Accountability through local influence and scrutiny</li> </ul>

### Background Details

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1. 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
23.01.12 TB.3878	Staff Behaviour and Attitudes	Report on work by South Tees NHS Trust regarding expectations of staff (behaviour and attitude to patients) –  This is being revisited in the light of the review of governance, and the Francis report published 6 Feb 2013	DHR	<b>Open:</b> Originally scheduled for a BDS this autumn – will now be reviewed by incoming DHR
24.03.14 TB.4959	Public Health – infant mortality and other local issues	Further report to be submitted on infant mortality in the City  (Note: this work is being taken forward by a multi-agency steering group which is due to meet in late November to draw the conclusions and action plan together)	JO/CE/ R Jervis	<b>Open:</b> Action Plan to be presented – <b>April 2015</b>
28.07.14 TB.5121	Obesity (DPH Annual Report 2013/14)	Quarterly reports on progress to be submitted detailing management actions including in regard to staff	JO	<b>Open:</b> Report due for TB in <b>April 2015</b>
27.10.14 TB.5222	Meeting with Deputy Chief Operating Officers	NEDs to meet Deputy COOs and senior managers from the two divisions	GN	<b>Open:</b> <b>April</b>
27.10.14 TB.5233	Chatback Staff Survey	Chairman and DHR to meet to discuss next steps	JV/AA	<b>Open:</b> <b>February</b> (was January)
26.01.15 TB.5318	Consultant Appointments and Resignations	Requested that in future the CEO's monthly report include details of consultants leaving the Trust	ADS	<b>Closed:</b> Included from March 2015
26.01.15 TB.5321	Impact of falling oil prices on CHP	Information requested	KS	<b>Closed:</b> <b>Information provided to Mr Dunshea</b>
26.01.15 TB.5318	NHS Providers report: Leading by Example	Requested a Board discussion later in the year	JV/AA	<b>Open:</b>
26.01.15 TB.5326	Sickness Absence	Requested a detailed look at this matter at TB or BDS	AA	<b>Open:</b>

26.01.15 TB.5329	CIP 2015/16	EDs to consider whether to add this to the BAF	KS/ME	<b>Closed:</b> <b>Agreed to add to BAF as a red risk</b>
26.01.15 TB.5335	Clinical Audit	Information on audits not completed in year to be included in Annual Clinical Audit report, and tables in the six monthly report to be produced in larger size type face to enable easier reading, and scoring system for clinical audits to be circulated to the Audit Committee for info.	JO	<b>Open:</b>
23.02.15 TB.5381	NIHR Clinical Network, West Midlands	Financial Plan 2015/16 to be submitted to Board for information	JO	<b>Open:</b> <b>Scheduled for April TB</b>
23.02.15 TB.5384	.Better Care Fund	Requested an update and explanation at a future Development Session	ME/GN	<b>Open:</b>
23.02.15 TB.5396	Update on Francis	Requested progress report on the following recommendation 004: <i>all NHS staff should be required to enter into an express commitment to abide by the NHS values and the constitution, both of which should be incorporated into the contracts of employment)</i>	AA	<b>Open:</b>
23.02.15 TB.5396	Update on Francis	Requested progress report on the following recommendation 064: <i>(each patient should be allocated for each shift a named key nurse responsible for coordinating the provision of the care needs of each allocated patient. The named key nurse on duty should whenever possible be present at every interaction between the doctor and an allocated</i>	CE	<b>Open:</b>

			<i>patient)</i>		
23.02.15 TB.5400	.Patient Experience Forum	Can P E F minutes be put onto the Trust website?	CE	<b>Open:</b>	
<p><b>Recommendation</b></p> <p>The Board is recommended to note the Action Points listed above.</p>					