







## Trust Board Report

<b>Meeting Date:</b>	31 October 2016
<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 actions taken, or still outstanding.
<b>Report of:</b>	Chief Executive
<b>Author: Contact Details:</b>	Adrian Sargent Tel 01902 694294      adrian.sargent@nhs.net
<b>Links to Trust Strategic Objectives</b>	N/A
<b>Resource Implications:</b>	Revenue: None Capital: None Workforce: None Funding Source: None
<b>Risks: BAF/ TRR</b> (describe risk and current risk score)	None identified
<b>Public or Private:</b> (with reasons if private)	Public
<b>References:</b> (eg from/to other committees)	Minutes of previous Board meetings
<b>Appendices/ References/ Background Reading</b>	None
<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					
1	<p><b>Background</b></p> <p>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.</p>				
	Date and Minute Number	Subject	Action	Person Leading	Completion Date
	26.10.15	Infant Mortality Action Plan	Update requested	JO	<b>Closed:</b> Ros Jervis, Wolverhampton's DPH will come to the October TB
	27.06.16 TB.6008	Sickness absence	Rising levels of sickness absence: more information to be provided – current policy, and proposed revisions, to be shared also	LH	<b>Closed:</b> There will be additional information in the November TB report from the D of HR
	27.06.16 TB.6006	Consultant Outcome Report 2015	Data for the Head and Neck specialty to be made available	JO	<b>Closed:</b> The information will be circulated as soon as possible
	26.09.16 TB.6096	Single Oversight Framework and Planning and Contracting Timetable	Regular updates to be given to Board	MS	<b>Closed:</b> This is being factored into our agenda planning
	26.09.16 TB.6098	Academic Institute of Medicine	Further progress update requested	JO	<b>Open:</b>
	26.09.16 TB.6100	QGAC – revised ToR	To be circulated	CE/ADS	<b>Closed:</b> Circulated and on agenda today
	26.09.16 TB.6103	Recovery plan for referral to treatment activity	Requested to be shared with NEDs	GN	<b>Open:</b>
	26.09.16 TB.6103	Supplementary finance report (to F and P every month)	To be shared with all Directors in future	KS	<b>Open:</b>
	26.09.16 TB.6107	Research at RWT	Non-medical research to be included in future reports	JO	<b>Open:</b>
	26.09.16 TB.6109	Workforce Race Equality Standards	Outcomes of focus group meetings to be shared with Board	JV	<b>Open:</b>

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	26.09.16 TB.6110	BAF	Slides from seminar on BAF to be circulated to other Board members	R Edwards	<b>Closed:</b> Slides circulated
<p><b>Recommendation</b></p> <p>The Board is recommended to note the Action Points listed above.</p>					