

OUH PUBLIC BOARD MEETING ACTION LOG 2012-13									
Meeting Date	Minute Ref	Topic	Action	Exec Lead	Board / Committee	When	Status	Document / Comment	Month
3.5.12	TB41/12	Relocation of Head and Neck Services	Director of Clinical Services to bring a report on proposals for enhancing the provision of out of hours services at the Churchill Hospital to the September Board	PB	TB	6.9.12	Completed	Following a verbal report to the Board that work was progressing to finalise a solution, the report is on the forward plan to go to TME on 22/11/12 and Board on 6/12/12.	Dec
			Director of Clinical Services to consult on options for service reconfiguration to strengthen strategic, research and environmental issues associated with the current configuration of services across the JR and CH sites with proposals to the October Board	PB	TB	4.10.12	Completed	Work to produce options appraisal was not completed prior to paper deadline and is therefore on forward plan to go to December Board	Dec
5.7.12	TB37/12	EPR	Report on the realisation of planned business benefits and timetable for roll out of clinical functionality to be presented to the September meeting of the Board	AS	TB	6.9.12	Completed	On Private Board agenda	Nov
6.9.12			To present a paper on clinical engagement with the EPR system to the November Trust Board				Completed	On Private Board Agenda the six month project review details the clinical engagement process.	
5.7.12	TB43/12	Draft Annual Business Plan 2012/13	A detailed overview of workforce plans to be presented to the August Board Seminar	SD	Board Seminar	1.8.12	Completed	Workforce Strategy discussed at Board Aways Days in October	Oct
5.7.12	TB57/12	CEO report: Joint proposal with Oxford Health NHS FT - dementia challenge	To be included on the Board Strategy agenda and to invite newly appointed Professor of Liaison Psychiatry at the University of Oxford to the next available Board Strategy Day.	SD	Board Strategy Day	3/4 Oct	Completed	On Forward Plan for Board Seminars	tbc
5.7.12	TB58/12	Quality Report	Review and Action Plan on Patient Experience to be covered by the Quality Committee in September	ESH	QC	25.9.12	Completed	Timescales did not allow the action plan to be reviewed by the Quality Committee in September. Paul Brennan has agreed to review and provide a report to the Quality Committee in respect of the patient experience relating to "Outpatients, Cancellations and Communication" at their February 2013 meeting.	Feb
5.7.12	TB59/12	Six Month Post-Nuffield Orthopaedic Centre [NOC] Integration Update on Benefits Realisation	Report on Post-NOC Integration Benefits Realisation giving granularity at the January 2013 Board Meeting	AS	TB	9.1.13	Completed	Incorporated into Forward Plan for January 2013 meeting	Jan

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5.7.12	TB63/12	OUH Trust IM&T Strategy 2012-17	IBP and LTFM to be presented to the September Board	AS	TB	6.9.12	Completed	Deferred to November meeting as part of IBP discussion and on Private Agenda	Nov
6.9.12	TB65/12	Staff Engagement Programme Update, including proposals for staff recognition scheme	To present the Workforce Plans at the Board Away Days on 3 and 4 October	SD	Board Away Days	3/4 Oct	Completed	On Board Away Day agenda in October	Oct
6.9.12	TB79/12	CEO Report	The outcome of the review of the Medical Sciences Division commissioned by the Oxford University Board to be reported to the Trust Board	JM	Board Away Days	3/4 Oct	Completed	On Board Away Day agenda in October	Oct
			Update on innovative practice within the Trust to be presented at the Board Away Days in October	PB/AS			Completed	On Board Away Day agenda in October	Oct
6.9.12	TB82/12	Medical Revalidation update	To consider making a business case for an IT solution to support revalidation, possibly in conjunction with job planning	EB	TB	TBC	Completed	Draft business case to be presented to TME and then to the January Board	
6.9.12	TB80/12	Quality Report	Report to be presented updating the Board on trends of patients suffering pressure ulcers	ESH	TB	9.1.13	Completed	This report will be submitted initially to the Quality Committee in December and is on forward plan to come to the Board in January 2013.	Jan
6.9.12	TB83/12	Action plan for delayed transfers of care for providers	Regular updates to be provided to the Board on progress towards DTOC target	PB	TB	Oct	Completed	Incorporated into the weekly flash reports and the integrated performance report.	Oct
6.9.12	TB94/12	Reports from Board sub-committees	Audit Committee to review the potential gap between Board knowledge on the ground across the hospital and how best to take this forward.	MM	AC	1.11.12	Completed	Audit Committee have referred the issue to Internal Audit to include within their workplan and report back.	Mar

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Actions for Executive Directors / Other individuals									
5.7.12	TB65/12	Staff Engagement Programme Update, including proposals for Staff Recognition Scheme	Plan for annual Recognition event in November 2012 and ways in which the Board could recognise staff.	SD		1.11.12	Completed	The new staff recognition scheme has been launched and the ways in which Board can recognise staff will be reviewed in January following this and is on the Board forward plan. The Annual Award Ceremony will take place in December.	Jan
6.9.12	TB80/12	Quality Report	Where there is a time lag between the reporting of a SIRC and an investigation being commenced, the Quality Report should contain an explanation for this delay	ESH	TB	1.11.12	Completed	Incorporated in the report.	Nov