

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	(c) 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	Open	Deferred: Moved to forward planner. To be presented to 22nd Nov TME then to the Board.	Tbc
			(d) 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	Open	Deferred: Moved to forward planner for November. Options appraisal to be presented to Oct SPC	Tbc
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	Open	Deferred: Moved to forward planner for November meeting	Tbc
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	Open	Board Seminar in August cancelled revised date to be confirmed. Moved to Board Seminar forward planner.	Tbc
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	Open	Being addressed via Board Strategy Day arrangements - moved to Board Strategy forward plan	Oct
5.7.12	TB58/12	Quality Report	a) Revised Quality Report to demonstrate that where there was a lack of assurance there was evidence of investigation, and it was fully documented.	ESH	TB	6.9.12	Completed	Addressed via review of Quality Report.	Sept
			b) Executive Walkrounds: Within the Quality Report, under paragraphs 42 and 43 respectively to specify that the improvements were planned and had been made to staff changing facilities at Horton Hospital	ESH	TB	Immediate	Completed	Addressed	Jul
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	Open	Incorporated into forward planner for January 2013 meeting	Jan-13
5.7.12	TB60/12	AHSN	Draft version of the Expression of Interest to be sent to members of the Board for comment	JM	TB	Immediate	Completed	Addressed. Paper to 5 September Public Board	Jul
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	Open	Deferred: Moved to November meeting as part of IBP discussion	Nov
5.7.12	TB72/12	Quality Committee	All Sub-Committee reports should consist of a verbal updated from the Chairman of the Sub-Committee plus a writtent summary of the key issues to accompany the minutes.	all Chairs	TB	6.9.12	Completed	Addressed. Item 21 of September Public Board	Sept

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<b>Actions for Executive Directors / Other individuals</b>									
5.7.12	TB56/12	<b>Chairman's Business</b>	Register of Interest to be updated	JL		Immediate	Completed	Addressed. Paper 22 of September Public Board.	Aug
5.7.12	TB58/12	<b>Quality Report</b>	Detailed Divisional Reports to be shared with Mr Ward	EB/ESH		Immediate	Completed		
			Review and Action Plan on Patient Experience to be covered by the Quality Committee in September.	ESH		Sept	Open	To be added to Quality Committee Agenda	Sept
5.7.12	TB61/12	<b>Response to Oxfordshire's Health and Wellbeing [JHWP]Strategy 2012-16 Draft Consultation</b>	Amend response to the Health & Well being Strategy before submission.	AS		Immediate	Completed		Jul
5.7.12	TB62/12	<b>Risk Management &amp; Assurance Strategies</b>	Amend the timeframe scales in the Risk Strategy. Include high impact/low likelihood risks as separate items within the Risk Register Reports. Any further comments on the two strategies to be sent to the Director of Assurance.	EW		Immediate	Completed	Final versions circulated to Board members [19 July Board Seminar]	Jul
		<b>Quality Strategy</b>	Any further comments on the Quality Strategy to be sent to the Medical Director and Chief Nurse.	EB/ESH		Immediate	Completed	Final versions circulated to Board members [19 July Board Seminar]	Jul
5.7.12	TB65/12	<b>Staff Engagement Programme Update, including proposals for Staff Recognition Scheme</b>	Plan for annual Recognition event in November 2012 and ways in which the Board could recognise staff.	SD		1.11.12	Open		Nov
5.7.12	TB68/12	<b>Full Business Case for the Establishment of a Translational Molecular Diagnostic Centre at the Churchill Hospital</b>	Additional information required for FBC sign-off	AS		Immediate	Completed		
5.7.12	TB72/12	<b>Quality Committee</b>	Revised Walikaround Programme to be circulated to Board Members	ESH		Immediate	Completed		