

CONSOLIDATED ACTION LOG 2020/21

	Board or Committee	Meeting Date	Minute Ref	Title	Topic - if distinct from topic of source paper	Action	Executive Lead	By When	Status	Comments / Updates
1	Trust Board Public	13-Nov-19	TB19/11/04	Action Log		Update to be provided on updating and testing of service continuity plans	Chief Operating Officer	09-Sep-20	To Close	In November the Board noted that plans were improving but still required some additional work and that plans needed to be tested as well as updated. SR agreed to bring a further update back to the Board in due course. It is proposed that this item be closed on the basis of the details provided in the Emergency Preparedness Annual Report received by the Board in July.
2	Trust Board Public	08-Jul-20	TB20/07/14	Trust Management Executive Report	Trust Strategy	Updated strategy to be circulated for electronic comment and approval.	Chief Digital and Partnership Officer	09-Sep-20	To Close	This circulation took place with the Strategy approved by Chair's action on 17 July.
3	Trust Board Public	11-Sep-19	TB19/09/11 TB19/11/15	Integrated Performance Report / TME Report	Culture and Leadership Programme	An update on the Culture and Leadership Programme to be brought to the Board.	Chief People Officer	09-Sep-20	Open	This programme is being refreshed by the new Chief People Officer and Director of Culture and Leadership. It was agreed at the July Board that this action could be closed once an item on this subject had been built into the Board's Cycle of Business for an appropriate time in the schedule.
4	Trust Board Public	13-Nov-19	TB19/11/18	Guardian of Safe Working Hours Quarterly Report		An update to be provided on work to improve the linkage between the HR and medical rota systems.	Chief People Officer	09-Sep-20	Open	In November the Board heard that in order to better understand the issues involved and provide a strategic overview, there was a need better for a better link between the HR and medical rota systems. The Board agreed that feedback on how this would change in the future would be helpful.
5	Trust Board Public	08-Jul-20	TB20/07/09	Integrated Performance Report	Bank and Agency Staffing	Note to be provided to the Board to clarify the number of bank and agency staff listed under the corporate category.	Chief Finance Officer	09-Sep-20	Open	At the July meeting the apparently high number of corporate staff listed under bank and agency was questioned. It was suggested that this was likely to be a misallocation due to a coding issue and the Chief Finance Officer agreed to provide a note on this outside of the meeting to clarify the position.
6	Trust Board Public	08-Jul-20	TB20/07/09	Integrated Performance Report	Pay Controls	Approach to assessing impact of pay controls to be agreed.	Chief Finance Officer	09-Sep-20	Open	The need to monitor the link between pay costs and activity and, in particular, to assess the impact of new pay controls was highlighted at the July meeting. It was agreed that the best way to get a clear picture of the impact of controls over time would be considered.
7	Trust Board Public	08-Jul-20	TB20/07/16	Adult and Children's Safeguarding Annual Report		Approach to capturing out of county safeguarding work to be considered.	Chief Nursing Officer	11-Nov-20	Open	At its July meeting the Board suggested that there might be benefit in capturing key elements of out of county working on safeguarding. It was agreed that Ms Foster would consider how this might best be achieved.
8	Trust Board Public	08-Jul-20	TB20/07/15	National Inpatient Survey 2019		Consider specific work to understand experience of minority groups	Chief Nursing Officer	11-Nov-20	Open	