

**ELFT
Action Log Trust Board (Part 1)**

Ref	Meeting Date	Agenda item	Action Point	Executive Lead	Due Date	Status	Comments
290	25-Jul-19	Learning from Deaths Annual Report	Deferred to October 2019 Board meeting to include further analysis, implications and action required	PG	03-Oct-19	In progress within timeframe	Included on Agenda 3 Oct 2019
291	25-Jul-19	Audit Committee Annual Report	Audit Committee Annual Report to be presented at October 2019 Board meeting	AC	03-Oct-19	In progress within timeframe	Included on Agenda 3 Oct 2019
292	25-Jul-19	Patient Story	Presentation to be circulated	CL	03-Oct-19	Closed	Presentation uploaded on BoardPacks
293	25-Jul-19	Chair's Report	Board Development Session to be arranged to consider NHS Long Term Plan and risks/opportunities posed to the Trust	CL	03-Oct-19	Closed	BDS evening session arranged for 11 Sept 2019
294	25-Jul-19	Quality Report	Update report to QAC on external and internal learning	AS	03-Oct-19	Closed	Included on QAC Forward Plan
295	25-Jul-19	Quality Report	Future reports to include overall outcomes measures for QI objectives	AS	03-Oct-19	Closed	Included in report to October Board
297	25-Jul-19	People Plan	Update on apprenticeships take up and use of/accessing levy to be presented in a future report	TC	03-Oct-19	Closed	Included in report to October Board
298	25-Jul-19	People Plan	The Trust's ranking in relation to mental health and community health Trusts	TC	03-Oct-19	Closed	Included in report to October Board
299	25-Jul-19	IQPR	Briefing on the implications of constraints on the capital programme to be circulated	KP/MV	03-Oct-19	Closed	Included in finance report (part of Integrated Quality and Performance Report) to October Board
	25-Jul-19	SI Annual Report	Report on relationship between caseloads and incidents to be presented to QAC. Assurance to be provided that the Trust meets NHS England governance requirements, e.g. reports completed within required timeframe	PG	28-Nov-19	Forward plan	Will be included in external review report (see below)
241	11-Jul-18	Annual Serious Incidents Report 2017/18	Present to Board a review of patient safety management (in the context of the new Trust strategy) and identify how to share learning/good practice across the system/integrated care models as part of the development of governance arrangements	Paul Gilluley	28-Nov-19	Forward plan	External review has been commissioned and an update report will be presented in the autumn (initially to QAC) which will include feedback/recommendations from the review
253	12-Sept-18	Mortality Review Update					

In progress within timeframe
In progress with delay
Closed
Forward plan