

Action Log Trust Board (Part 1) - 14 December 2017

Ref	Meeting Date	Agenda item	Action Point	Executive Lead	Due Date	Revised date	Status	Comments
169	29/06/2017	Quality Report - Data visualisation platform	Schedule demonstration of the data visualisation platform, incl the technicalities underpinning it.	Steven Course / Mason Fitzgerald	11/07/2018		Closed	On forward planner - provisionally scheduled in July 2018.
174	29/06/2017	Engagement and Inclusion Action Plan	Report to be considered first by the Appointments and Remuneration Committee	Mason Fitzgerald	19/09/2017	22/02/2017	In progress	It will be discussed by the REMCO in January.
178	29/06/2017	Freedom to Speak Up Guardian	Ensure that current policy clarifies the arrangements for service users who work or volunteer in the trust; the relationship between the complaints and whistleblowing policies; and how to balance anonymity with transparency.	Sandi Drewett	22/02/2018		Closed	Completed.
179	29/06/2017	Information Governance	Explore options for alternative training for Board/NEDs beyond the standard online training, in line with extended responsibilities	Lorraine Sunduza	11/04/2018		Closed	On forward plan scheduled in April 2018. NHS Digital is currently working on new training for board directors which incorporates GDPR training.
180	29/06/2017	Safer staffing	Safer staffing reporting to be extended to community services	Paul Gilluley	09/05/2018		In progress	Current parameters are in draft form and they have not yet been agreed. The next report will come to the Board on 9 May 2018.
181	29/06/2017	Serious Incidents Annual Report/ CAMHS suicide rates	Concerns were expressed about the rising pressure on CAMHS services and increase in suicide rates. The Board requested to receive a report on the impact on child and adolescent mental health of the public health/multi-agency partnership approach for the Trust.	Paul Gilluley	14/12/2017	22/02/2018	In progress	Scheduled in February 2018.
191	19/10/2017	Patient Story Parents of CAMHS service users	Use '10 point list' to improve GP liaison. Use parents' views to improve support to young people on transition from CAMHS	Paul Calaminus	Ongoing		In progress	Ongoing.
192	19/10/2017	Chair's Report	Six-monthly report on Consultant appointments to include detail on vacancies and length of time for which posts vacant, in addition to establishment	Sandi Drewett	09/05/2018		Closed	Noted.
193	19/10/2017	Quality Report - Equality and Human Rights strategy	Last agreed in 2014 and requires review	Lorraine Sunduza	22/02/2018		In progress	Scheduled in February 2018.
194	19/10/2017	Mortality New Statutory Requirements	Include in Internal Audit Plan 2018/19	Steven Course			Closed	Noted.
195	19/10/2017	Strategic activity update	When commissioning contracts are signed in December, inform NEDs whether mental health investment standards have been met.	Mohit Venkataram / Mason Fitzgerald	14/12/2017		Closed	Included in the strategy report.

196	19/10/2017	Carers' Strategy Update	Report to Board on impact of action in reducing variation in carer support (comprehensive update in one year with interim reports on early actions).	Lorraine Sunduza	09/05/2018 and 14/11/2018		Closed	On the forward plan. This is one of the new Working Together Group Priorities for 2018/2019.
197	19/10/2017	People Participation Strategy	Review language to ensure that this fits with people with dementia or physical illnesses.	Lorraine Sunduza	18/01/2018		Closed	On next PPC agenda on 18 January 2018
198	19/10/2017	People Participation Strategy	Add section on evaluation of the impact of people participation activities. To include information on people who do not or cannot take up people participation activities (with specific reference to people with learning disabilities).	Lorraine Sunduza	Ongoing		Closed	This is ongoing work, e.g. the PRIDE work.
199	19/10/2017	People Participation Strategy	Present revised report to People Participation Committee	Lorraine Sunduza	18/01/2018		Closed	On next PPC agenda on 18 January 2018
200	19/10/2017	Integrated Performance and Compliance Report, including Board Assurance Framework	Consider adding risk on pace, frequency and complexity of change in the external environment as a Trust-level risk	Lorraine Sunduza			In progress	A meeting between Navina Evans, Jenny Kay and Lorraine Sunduza was held to discuss the BAF. Principles for changes needed were agreed. Further consultation with Paul Hendrick and internal auditors to be held.
201	19/10/2017	Integrated Performance and Compliance Report, including Board Assurance Framework	Keep Board updated in-between meetings with regard to the Control Total risk.	Steven Course	Ongoing		Closed	Board is kept updated.
202	19/10/2017	Integrated Performance and Compliance Report, including Board Assurance Framework	Add more narrative in the finance section of the IPR	Steven Course	Ongoing		Closed	On the agenda.
203								

Due
In progress
Closed