

ELFT
Action Log Trust Board (Part 1)

Ref	Meeting Date	Agenda item	Action Point	Executive Lead	Due Date	Status	Comments
301	25-Jul-19	Chair's Report: NED Visit IAPT	Follow up to the feedback provided by NEDs following the visit to IAPT (make service more accessible for people who are deaf/seeking support in relation to gender identity; support to reduce waiting lists, reaching out to communities to ensure people do not fall through the gap, help GPs have a better understanding of the services, think about digital solutions)	Paul Calaminus	30-Jan-20	Closed	To be covered under IAPT's Quality and Safety Report to QAC on 5 May 2020. Included on QAC forward plan
319	03-Oct-19	Questions	Consider practicality of holding two (of the six) Board meetings in Bedford/Luton	Cathy Lilley	30-Jan-20	Closed	Six Board meetings in the year will be held across East London, Central London and Bedford and Luton - details included on agenda
320	28-Nov-19	Safe Staffing Report	Copy of presentation embedded in the report to be circulated to Board members	Lorraine Sunduza	30-Jan-20	Closed	Circulated on 18.12.19
324	28-Nov-19	Integrated Performance Report	Provide clarity on cost pressures in Corporate which are non-recurrent. Forward projection to year end to be included in future report.	Kingsley Peter	30-Jan-20	Closed	Included in the finance section of the Integrated Performance Report for January 2020 Board
300	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	Paul Gilluley	26-Mar-20	In progress	Will be included in external review report (see actions 241 and 253 below) - to be considered in first instance by QAC and then to Board
241 253	11-Jul-18 12-Sept-18	Annual Serious Incidents Report 2017/18 Mortality Review Update	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	26-Mar-20	In progress	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 - report to be presented at March QAC
321	28-Nov-19	Integrated Performance Report	Review on how thematic learning from complaints is included in the Quality Report to provide Board oversight	Lorraine Sunduza/ Amar Shah	26-Mar-20	In progress	
323	28-Nov-19	Integrated Performance Report	Updates on work and governance arrangements of Population Health Task & Finish Group	Richard Fradgely	26 Mar 20 24 Sept 20	Forward Plan	
313	03-Oct-19	Audit Committee Annual Report 2018/19	All Board Committee's terms of reference to include requirement for an annual review of the effectiveness of the Committee	Cathy Lilley	26-Mar-20	Forward Plan	
307	03-Oct-19	Quality Report	Board highlighted the need to ensure that the use of People Participation to describe our rights-based, recovery and improvement approach to service user participation is retained as an essential and distinct part of the Trust. The Board would be kept updated via a report to the People Participation Committee	Amar Shah	26-Mar-20	Closed	Included on People Participation Committee forward plan (for February 2020)
322	28-Nov-19	Integrated Performance Report	Deep dive on physical health to be included on QAC forward plan	Lorraine Sunduza/Paul Calaminus	26-Mar-20	Closed	Included on QAC forward plan
325	28-Nov-19	AOB: Population Health	Population Health Task & Finish group to consider how to communicate meaningfully with people in the Trust's localities who currently do not use our services to ensure their voices are heard	Richard Fradgely	23-Jul-20	Forward Plan	
316	03-Oct-19	Quality Assurance Committee: Complaints Annual Report 2018/21	Complaints and PALS Annual Report 2019/20 to be presented at July Board meeting	Cathy Lilley	23-Jul-20	Forward Plan	Added to forward plan for July 2020
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		In progress within timeframe					
		In progress with delay					
		Closed					
		Forward plan					