

Board of Directors

Thursday 5 July 2018

Report Title:	Trust Board Action Chart
Executive/NED Lead:	Nick Hulme, Chief Executive
Report author(s):	Ann Alderton, Company Secretary
Previously considered by:	Executive Management Team

 Approval

 Discussion

 Information

 Assurance

Executive Summary

The Trust Board action chart collates all actions arising from meetings and enables monitoring to point of closure. Action chart summary:

Number of actions as at 29/06/18									
Status	<table border="1"> <tr> <td>Blue</td> <td>6</td> </tr> <tr> <td>Green</td> <td>1</td> </tr> <tr> <td>Amber</td> <td>2</td> </tr> <tr> <td>Red</td> <td>0</td> </tr> </table>	Blue	6	Green	1	Amber	2	Red	0
Blue	6								
Green	1								
Amber	2								
Red	0								

Action Required of the Board of Directors

The Trust Board is asked to note the Trust Board action tracker status

Link to Strategic Objectives (SO)		Please tick
SO1	Improve quality and patient outcomes	<input checked="" type="checkbox"/>
SO2	Provide better value for money	<input checked="" type="checkbox"/>
SO3	Sustain and improve access to services that meet the needs of the population	<input checked="" type="checkbox"/>
SO4	Deliver a sustainable, skilled workforce	<input checked="" type="checkbox"/>
Risk Implications for the Trust <i>(including any clinical and financial consequences)</i>		If action is not taken and evidenced on board decisions, the board will not be assured that it has taken place
Trust Risk Appetite		Compliance/Regulatory: The board has a minimal risk appetite when it comes to compliance with regulatory issues. It will meet laws, regulations and standards unless there is strong evidence or argument to challenge them
Legal and regulatory implications <i>(including links to CQC outcomes, Monitor, inspections, audits, etc)</i>		None noted
Financial Implications		None noted
Equality and Diversity		None noted

REPORT TO THE BOARD MEETING IN PUBLIC – Action Chart
July 2018

Blue	Completed and will be removed from chart for next iteration.
Green	Status updated and on track within the timescale.
Amber	Status not updated/completed and the deadline passed.
Red	Status not updated/completed and deadline passed by more than one month.

Minute Reference	Item	Agreed action	Responsibility	Deadline for completion of action	Item for future Board meeting	Action status	RAG
24 May 2018							
IHT P36/18	Quality Committee Chair's Key Issues Report	Updates on Somersham Ward to be reported through to the Quality Committee.	CT	July 2018	-	Item scheduled for July Quality & Patient Safety Committee.	Blue
IHT P38/18	Workforce, Development And Education Committee Chair's Key Issues Report	Pass on the Trust Board's thanks to the trade union representatives for their support during the transition.	CE	30 May 2018	-	Completed.	Blue
IHT 47/18	Annual Reports Of The Board Assurance Committees	Audit Committee - Amend the report explaining that the expectation was for the "Chief Executive to attend one meeting as a minimum per year".	AA	30 April 2018	-	Amendment noted.	Blue
Minutes from 24 April 2018							
CHUFT 18/33	Finance & Performance Committee	To contact NHSI regarding the status of the S106 letter in relation to undertakings made and met over performance in Q4 2017/18.	NH/AA	30 August 2018	Yes	This will be explored with NHSI post-merger. The undertakings in the S106 are not due to be completed until Q4 2018/19	Green
25 January 2018							

IHT P1/18	Patient Story	Look at the specialist advice available to junior doctors and staff at weekends and "out of hours".	CJ	March 2018 May 2018	-	March meeting cancelled. Verbal update provided to the Board from May's meeting.	Blue
IHT P13/18	Integrated Performance Report – Quality	Board Seminar to be held on Improving Mental Health care within an acute setting	CT/AA	March 2018 May 2018	May 2018	Item present at May Trust Board meeting.	Blue
IHT P21/18	Update on Strategic Plan	Undertake a review of each KPI and how each was helping the Board and organisation going forward. Consideration to be given to the formation of the Strategy and KPIs for the joint organisation.	NM	May 2018	May 2018	Action now superseded as objectives are included in PTIP.	Blue
30 November 2017							
IHT P135/17	2018/19 Business Planning Guidance	2018/19 Business Plan to be brought back to the Trust Board in January.	SH/SR	18 January 2018	Yes	Divisions due to present their plans to Finance & Performance Committee in February therefore request to defer to Trust Board in March. Update May 2018: March Public Board meeting cancelled and agenda pressures in May therefore request to bring this to the July Meeting. Update June 2018: ESNEFT 2018/19 business plans to be discussed at committees in July and presented to Board thereafter	Amber
28 September 2017							

IHT P107/17	Equality and Diversity	Equality and Diversity report to be circulated.	CE	January	January	<p>Final report not yet concluded. Will go to WDEC in December and submitted with Board in January with WDEC CKI report</p> <p>Update 15.01.18: Due to agenda pressures discussion of this item was deferred to the February meeting.</p> <p>Update May 2018: Verbal update to be provided at May Trust Board meeting.</p> <p>24 May 2018 - Equality and Diversity report had been taken to the WDEC meeting held on 23 May 2018.</p>	Amber
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