

Agenda item 40/17

Part 1 Meeting - Board Action Tracker – Board of Directors’ meeting – 2 May 2017

Item no.	Board report	Action required	Target date for completion / presentation	How / Where will outcome be reported	Action owner	Outcome
98/15 – 7 October 2015, part 1	Communications Dashboard Summary – Update	Equality & Diversity to be included in the strategy.	October 2016	Board	Yvonne Blucher	<i>An overarching Communications & Engagement Strategy will be circulated to the Joint Executive Group and will be circulated to the Board in September</i>
		Reputation and public image to be included as well as accessibility issues to be improved in future strategy.	October 2016	Board	Yvonne Blucher	
25/17 – 4 April 2017	Nursing Establishment –6 monthly staffing review.	Report to be refreshed and email up to date information / data to Board members following the meeting.	April / May 2017	Board	Diane Sarkar	<i>This will be circulated to the Board in May</i>
		To provide an update on the details of the 272 day wait cancer patient case.	2 May 2017	Board	Celia Skinner	<i>Verbal update to be given at the meeting to be held on 2 May 2017</i>

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26/17 – 4 April 2017	Monthly IPBR	'Harm' to be included on the Board Development agenda.	April 2017	Board Development Meeting	Brinda Sittapah	<i>Completed</i>
		Analysis to be conducted of members of staff with the longest outstanding appraisals (last 18 months) and to formulate an action plan.	April 2017	Board	Mary Foulkes	<i>Verbal update will be given at the meeting on progress</i>
		Future IPBR reports to include action completion dates to be able to measure progress.	May 2017	Board	Yvonne Blücher	<i>This will be included in the September Board IPBR</i>
27/17 – 4 April 2017	Financial Position	Forecast and Headline Risk position report to be presented at the next FRC meeting.	26 April 2017	FRC 26 April 2017	James O'Sullivan	<i>Completed</i>
		Medical Model Financial implications report to be presented at next Finance & Resources Committee.			Yvonne Blücher	<i>Completed</i>

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29/17 – 4 April 2017	Part 1 report from the Chairman	NHSI report to be circulated to Senior Management when received.	April 2017	Board	Brinda Sittapah	<i>Completed</i>
32/17 – 4 April 2017	QAC Report	95% compliance level to be flagged with the Director of Nursing.	April 2017	Board	Diane Sarker	<i>Completed</i>