

Action Points - Board of Directors in PUBLIC

Key:

Blue	Completed and will be removed from chart for next iteration - presented to meeting prior to removal
Green	Status updated and on track within the timescale.
Amber	Status updated and the deadline passed.
Red	Status not updated and deadline passed by more than one month.

Minute Reference	Agenda item	Action	Accountable Officer	Target Completion Date	Status Update/Date of completion	RAG
05-May-22						
P18/22	Chief Executive Report	Chair and Chief Executive of ICS to be invited to attend an ESNEFT Board meeting in public to provide update.	Helen Taylor Rebecca Driver		Update June 2022: In discussion to find appropriate date for all parties. 2/9/22: Date has not yet been confirmed. Any additional update to be provided at the meeting 26/10/22: Chair and Chief Executive agreed not to progress at this time. Completed	B
P28/22	Workforce and Organisational Development section of the Integrated Performance Report	Progress of the work being undertaken on quality and quantity of appraisals to be reported back to the Board in July.	Kate Read Debbie O'Hara	Oct-22	Update June 2022: As per discussion at Trust Board meeting, the deadline for all Band 8a+ to complete appraisals was extended to 31 July. These will then be audited over the summer and a report will be submitted to POD in September and Board in October. The action is on track, but the deadline for completion was incorrect. 28/10/22: Update included within workforce report. Completed	B
P29/22	Leadership Development Pathway	Director of Human Resources & Organisational Development to consider how Non-Executives could be included/participate in the planned leadership sessions.	Kate Read	Dec-22	Update June 2022: Arrangements underway to invite NEDs to attend a session mid-way through the programme. 2/9/22: Working with the King's Fund to identify an appropriate additional session with Executives and representatives from Cohorts 1 and 2. Diary invite to follow once module 3 for Cohort 1 completed.	G
08-Sep-22						
P58/22	Patient Experience Story	Board's thanks to be conveyed to LK for sharing her experience and to the PALS team.	Giles Thorpe	Nov-22		G
P60/22	Chief Executive Report	ICB to be included on the Trust's agenda – to be considered at the upcoming Board Development day 20 September 2022.	Steve Parsons	Dec-22	26/10/22: Considered at the development day. Work is continuing with an update to be providing to the 2 December Board meeting	G
P71/22	Board Committee Terms of Reference	Reallocation of BAF risks from Innovation Committee and Well Led Review. To be discussed at the Board Development Day on the 20 September 2022.	Steve Parsons	20-Sep-22	26/10/22: Considered at the development day and fully reviewed by Executive Directors. Revised BAF circulated and included on agenda for 3/11/22 meeting. Complete	B
P73/22	Trust Risk Appetite Statement	Wording of the value for money narrative to be revised outside of the meeting to add a statement to clarify this.	Steve Parsons/ Adrian Marr		Completed during September	B

Action Points - Board of Directors in PUBLIC 2022/23 - Completed

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Minute Reference	Agenda item	Action	Accountable Officer	Target Completion Date	Status Update/Date of completion	RAG
03 March 2022						
P13/22	Public Questions Anchor Programme	Presentation on the Anchor Programme to be scheduled for future Board meeting in Public.	Helen Taylor Rebecca Driver		<p>Update: Presentation scheduled for July Board.</p> <p>Update June 2022: In discussion to find appropriate date.</p> <p>15/8/22: Included on 8 September agenda in public</p>	B
05-May-22						
P19/22 -	Patient Story – Car parking	Numbers of penalty notices issued and the number rescinded to be shared with Board members after the meeting.	Paul Fenton		<p>Update received from Paul Fenton July 2022: The total number of PCNs issued by ESNEFT across all sites for 2022 and to date is 8077 with 2789 rescinded after or before appeal (c35%). In 2020/21 over 50% of PCNs have been rescinded but, due to Covid, this is not seen to be a 'realistic figure. It should be noted the Trust retains full control over the cancelling of PCNs.</p>	B
P27/22	Time Matters Board Programmes and Strategic Plan	Review of clinical strategy to be added to the Plan to provide greater visibility and the time scale for the work.	Shane Gordon		<p>Update July 2022: In hand and will be included in the next quarterly report. Advised action complete – the clinical strategy now included in the strategic plan.</p>	B
07-Jul-22						
P37/22	Patient Story	Board thanks to be passed to Mrs G for sharing learning	Emma Sweeney		Thanks provided the following day	B

