

Board of Directors (in Public)

Action log

Updated 31.03.20

No.	Agenda Item	Action	By Whom	Progress	Board review	Note
March 2020						
1	3.1 Financial Plan 2020/21	The timetable for audit of the 2019/20 annual report and accounts had been extended with submission now due on 25 th June 2020. The dates set in May for Committee review and Board approval would be rescheduled accordingly	LL (JO'B)	Completed	n/a	New meeting dates agreed and diarised.
2	3.2 Sustainability Strategy and Plan for 2020/21	Progression of the sustainability strategy and plan for 2020/21 would be allocated to the 'Parking Lot' and an update provided to the Board later in the year.	JD		TBD	'Parking Lot'
3	4.1 Board Dashboard period ended 29 th February 2020	It was agreed that a weekly COVID dashboard be produced to track key indicators including staff absence and numbers of patients and staff testing positive, and also the impact of COVID on activity and waiting times. This would be produced for the Executive Team meeting each Wednesday and then circulated to the full Board for information.	HK/ JT	Weekly reporting process in place and weekly call with NEDs established	n/a	
4	4.2 Board Dashboard 2020/21-KPI	Refresher training for the Board in use of SPC methodology	HK / LL		TBD	

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	Definitions and Performance Thresholds	would be provided as part of the 2020/21 Board Development Programme.				
November 2019						
5	3.2 NHS Interim People Plan	Review Trust's People Strategy to reflect Interim People Plan	SH		TBD	'Parking Lot'
6	5.3 FTSU Review of New Guidance	Plan Board Development session on 'Civility Saves Lives'	LL/JT		TBC – 2020/21	'Parking Lot'
7		Self-reflection exercise to be repeated every 2 years	LL		Nov 22	
September 2019						
8	2.1.1 Dr Foster Mortality Report	Deep dive of HSMR data to be undertaken by Quality Committee	MP-C / RAP		July 2020	This will be part of annual mortality report 2019/290 – for July BoD
9	3.5 Interim Digital strategy	Final strategy to be developed – include resource implications and explicit statement re participation in drive towards single system for health economy	GH (CW)		TBD	'Parking Lot'
July 2019						
10	3.1 Research and Innovation Strategy	Develop 5 year performance measures to support delivery of research objectives	MP-C		TBD	'Parking Lot'