

Action Log for the **Public** Board of Directors' Meeting

Action Key	Green: Completed	Sky Blue: Update to be provided at meeting	Amber: In progress, not due	Red: Not completed, action due
Action Log Reference	Action (including the title of the paper that generated the action)	Person who will complete the action	Meeting to be brought back to / Date to be completed by	Update report - comments
1. 12/01/23	<u>Integrated Performance Report</u> Benchmarking information in relation to sickness levels would be helpful in the Integrated Performance report.	Bob Champion	March 2023	This work is captured as part of the agreement of measures and metrics within the revised performance management framework, which will result in a refresh of the Integrated Performance Report, and supporting Dashboards. It is proposed that this action can be closed.
2. 09/03/23	<u>Data One – Neurodiversity in Schools Update</u> The slides used in the presentation to be shared with members outside the meeting.	Fran Stead	April 2023	Circulated on 3 May 2023. It is proposed that this action can be closed.
3. 09/03/23	<u>Board Assurance Framework (BAF) & Supporting Organisational Risk Register (ORR)</u> The Chief Information Officer to provide more detail on SO 6.3 and 6.4 (Patient engagement and a digitally-enabled workforce).	Tim Rycroft	May 2023	Update May: The BAF (6) has been updated in accordance with the current position in relation to the digital programme activities, oversight remains with the Digital AGG and Digital Steering Group. It is proposed that this action can be closed.

Actions closed at the last meeting

Action Log Reference	Action (including the title of the paper that generated the action)	Person who will complete the action	Meeting to be brought back to / Date to be completed by	Update report - comments
12/01/23	<u>Learning from Your Experience – Oral Health</u> The source of the return on investment figures to be shared outside the meeting with Simon Lewis.	Sharon Walker	Feb 2023	Completed on 12 January.
12/01/23	<u>Minutes of the previous public Board meeting held on 10 November 2022</u> The minutes to be amended to remove Therese Patten from the attendance table.	Helen Robinson	March 2023	Completed.
12/01/23	<u>Chief Executive’s Report</u> The Chief Executive and Trust Chair would write a letter of thanks to Kirsten England on behalf of the Board.	Therese Patten/Linda Patterson	March 2023	Completed.
12/01/23	<u>Alert, Advise, Assure Report: Finance, Business and Investment Committee held on 24 November 2022</u> The Director of Nursing, Professions & Care Standards committed to discussing the possibility of a Joint Committee focussed on Lynfield Mount Hospital with the Director of Finance, Contracting and Estates, the Medical Director and the Interim Chief Operating Officer outside the meeting.	Phil Hubbard Mike Woodhead David Sims Kelly Barker	Feb 2023	March Update: A Strategic Programme Board oversees the progress made on the Lynfield Mount re-development, with other meetings and workshops taking place with a variety of colleagues and partners. The Board will be kept updated on the re-development plans, including continued discussion with partners, and options appraisals. It is asked that this action is considered closed.

