**Summary of Actions from Board meeting on 30 July 2014**

|  |  |  |
| --- | --- | --- |
| **Relevant Item** | **Action** | **Responsibility** |
| BOD 97/14 (b) | **Service Remodelling – overview**  Provide an overview of what each Service Directorate covered. | YT |
| BOD 97/14 (d) | **Staff Survey and staff Friends and Family Test**  Present staff survey results and action plans and staff Friends and Family Test results to a future meeting. | MMcE |
| BOD 102/14 (b) | **Staff recruitment**  Present update to a future meeting on progress being made in staff recruitment. | MMcE |
| BOD 103/14 (a) | **Executive and Non-Executive visits**  Finalise and provide paper to support the visit system and to provide a template for feedback following visits. | RA |
| BOD 105/14 (c) | **Performance Report – CQUIN summary**  Include CQUIN summary in future reports. | MMcE |
| BOD 106/14 (b) | **Workforce Performance Report – vacancy indicator**  Clarify in future reporting that a vacancy indicator, not a vacancy target, was being reported against. | MMcE |
| BOD 108/14 (a) | **Board Assurance Framework – risk 5.1 relating to recruitment**  Review risk 5.1 to ensure it captured the emerging issues relating to recruitment and link/cross-reference risk 5.2 to 5.1 | MMcE/SB |
| BOD 110/14 (a) | **Research and Development report – outcomes of research projects**  Provide more information on the outcomes of research projects in future reporting. | CM |
| BOD 111/14 (b) | **NHS Constitution Compliance Report – to IGC**  The Integrated Governance Committee (IGC) to review the NHS Constitution Compliance Report in detail and make recommendations to the Board on future reporting. | RA |
| BOD 111/14 (c) | **NHS Constitution Compliance Report – Learning Disabilities**  Provide out-of-session more information on meeting the needs of patients with Learning Disabilities. | RA |