**Summary of Actions from Board meeting on 24 September 2014**

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| **Relevant Item** | **Action** | **Responsibility** |
| BOD 119/14 (b) | **Service Remodelling – overview**Provide an overview of what each Service Directorate covered.***Status****:* ***completed***  | YT |
| BOD 119/14 (c) | **Staff Survey and staff Friends and Family Test**Survey results and corresponding action plans would be presented in either the next Workforce Report to Board (in October) or alongside the patient experience report (due in November).***Status: Update Required*** | MMcE |
| BOD 119/14 (d) | **Executive and Non-Executive Visits**Circulate updated paper on visits.***Status****:*  ***Update Required*** | RA |
| BOD 119/14 (e) | **NHS Constitution Compliance Report**Discuss and agree who should take responsibility for this report.***Status: not yet auctioned*** *(to be discussed when RA returns from leave)* | RA / JCH |
| BOD 120/14 (d) | **Joint Committee on Warneford Hospital Site**With the University of Oxford, establish a joint committee on the Warneford Hospital Site and include within the Trust’s governance system.***Status: in progress***  | SB/ JCH |
| BOD 121/14 (a) | **AGM**Seek Council feedback on the AGM.***Status: on the agenda*** *(for next Council meeting)* | MGH / JCH |
| BOD 124/14 (c) | **SIRIs**Agree general themes (and action plans) relating to SIRIs and ensure recommendations from investigations reference back to relevant themes (rather than develop their own action plans).***Status****:*  ***Update Required*** | RA |
| BOD 124/14 (d) | **Quality and Safety Report**Amend report prior to publication.***Status****:* ***completed***  | RA |
| BOD 125/14 (a) | **Inpatient Safe Staffing**Present six monthly establishment report to Board in October 2014.***Status: on the agenda***  | RA |
| BOD 125/14 (b) | **Inpatient Safe Staffing**Continue to work on linking staffing level data with other data sets to try and show the impact of staffing levels.***Status****:*  ***Update Required*** | RA |
| BOD 125/14 (c) | **Inpatient Safe Staffing**For future reports, Consider showing more clearly the initiatives taken to narrow the gap between planned and actual levels and consider how this report linked with the Workforce Report.***Status****:*  ***Update Required*** | RA |
| BOD 125/14 (d) | **Inpatient Safe Staffing**Discuss with Sue Dopson and CLAHRC opportunities to undertake research using Trust published data.***Status: in progress*** *(being raised where appropriate)* | SB |
| BOD 127/14 (b) | **Equality Objectives** Include reference to LD in the objectives and ensure the report focuses on all counties (and not just Oxfordshire).***Status****:*  ***Update Required*** | RA |
| BOD 127/14 (c) | **Equality Objectives** Provide clarity on the approach being taken with regards Objective 10 following the earlier discussion at Integrated Governance Committee.***Status****:*  ***Update Required*** | RA |
| BOD 128/14 (b) | **SID**Present SID proposal to Council for approval.***Status: on the agenda*** *(for next Council meeting)* | MGH / JCH |
| BOD 128/14 (c) | **Strategy** Present to Board in October 2014 the proposed approach to Board involvement in strategy discussions.***Status: on the agenda***  | CM |
| BOD 129/14 (b) | **Finance Report**Ensure future finance reports (that are published) provide more detail on how the Trust was addressing the emerging problems.***Status****:*  ***Update Required*** | MMcE |
| BOD 131/14 (b) | **Occupational Health / Staff Support Service**Consider reviewing options for occupational health / staff support service.***Status****:*  ***Update Required*** | RA / MMcE |