**Summary of Actions from the Board meeting on 29 March 2018**

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| **Relevant Item** | **Action** | **Responsibility** |
| **Actions held over from previous meeting on 25 October 2017** |
| BOD 180/17(b)-(c) | **Board Assurance Framework (BAF)**To update the following:* risk at SO 2.3 around financial exposure to separate out the risk relating to achievement of CIP; and
* workforce risks at SO 5.1(A&B) and 5.2 to revise narrative and description

***Status: on the agenda****.*  | HS |
| **Action held over from previous meeting on 28 February 2018** |
| BOD 36/18(a) | **Risks**To consider including the model of Learning Disability services amongst risks. ***Status: in progress*** *– being developed for the Trust Risk Register (rather than the BAF at present) as may be more operational than strategic.*  | HS |
| **Actions from meeting on 29 March 2018** |
| BOD 41/18(c) | **Deep dives into performance priority areas**To report back to the Board in due course on the outcome of deep dives into the following priority areas: * Out of Hours;
* Child & Adolescent Mental Health waiting times;
* Improving Access to Psychological Therapy waiting times; and
* Delayed Transfers of Care.

***Status: on hold for follow-up from May 2018*** | MW |
| BOD 43/18 (n)  | **Learning Disability – next regular update**To be provided to the next Board meeting in April 2018. ***Status: on the agenda*** | DH |
| BOD 43/18 (p) | **Use of Resources assessments for non-specialist acute trusts** To share/circulate a recent presentation on Use of Resources. ***Status: tbc in meeting*** | MME |
| BOD 44/18 (b) | **CQC Oxfordshire local system inspection action plan** To consider if the Quality Committee could have a role in reviewing the detail to accompany the action plan.***Status: tbc in meeting*** | DH |
| BOD 44/18 (f) | **Planning for the next flu vaccination campaign**To consider if a link could be shown between uptake of the flu jab and ability to deploy resources; then develop a plan for how to improve uptake. ***Status: tbc in meeting*** | TB |
| BOD 45/18 (g)  | **Out Of Hours (OOH) service – breaches of 3 of 9 performance indicators**To consider revisiting the review of the OOH service which had taken place last year and which had resulted in actions being planned against each indicator.***Status:***  ***on hold for follow-up from May 2018***  | MW |
| BOD 45/18 (i)  | **Board Seminar planning – allied health professionals**In the context of resolving issues with high demand in the Oxfordshire urgent care system, to consider use of allied health professionals as a potential topic for a future Board Seminar. ***Status: in progress*** *– on the work plan for the Board Seminars but tbc when to schedule from June/July onwards*  | HS/RA |
| BOD 49/18 (c) | **Board Seminar planning – translating research findings into practice**To consider using the CLARHC and/or OxINAHR to schedule a topic for a future Board Seminar on translating research findings into practice (or consider for a future Board Strategy Day). ***Status:***  ***in progress –*** *on the work plan for the Board Seminars but tbc when to schedule from June/July onwards (assuming Board Seminar rather than Strategy Day preferred)*  | HS/MHa/RA |
| BOD 47/18 (j) | **Patient Story from CAMHS**To consider if this patient story could be useful learning for the Buckinghamshire Accountable Care System. ***Status: tbc in meeting*** | RA |
| BOD 49/18 (b) & (e) | **Development of R&D reporting**To consider: * future reporting starting by highlighting the impact of R&D activity on clinical practice and services, with the detail to then follow; and
* sharing the current R&D report with the Quality Committee and feeding back to authors that the Board was considering how to take more time to consider R&D activity and translating research findings into practice.

***Status: tbc in meeting*** | MHa |
| BOD 53/18 (d) | **Gender Pay Gap**To refresh the data upon which the current reporting (revealing a gender pay gap of 13.6%) had been based. In due course to ensure that the Nominations, Remuneration and Terms of Service Committee consider the gender pay gap data (as well as data around race equality and other protected characteristics) and consider any plan to correct anomalies. ***Status: tbc in meeting***  | TB |
| BOD 53/18 (f) | **Staff ‘Retreat’ around stress**To arrange for the Board to hear more about the retreat for staff around stress. ***Status: in progress*** *- scheduled as a Staff Story item for the Board meeting in May 2018 (to be led by Guy Harrison, Head of Spiritual & Pastoral Care/Consultant in Staff Support)* | HS/TB |
| BOD 56/18 (e) | **Physical Health Strategy**To circulate the more detailed implementation plan. ***Status: to action***  | JC/HS |