**Summary of Actions from the Board meeting on 27 June 2018**

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| **Relevant Item** | **Action** | **Responsibility** |
| **Actions from the meeting on 27 June 2018** | | |
| BOD 101/18 (e) | **Service Line reporting to include Learning & Development (L&D) data such as training levels and appraisal/PDR completion rates**  Subject to final data verification and in progress for future reporting to the Board.  ***Status: on the agenda*** *– for the Board meeting in private* | MW |
| BOD 102/18 (a) | **Whiteleaf Centre – layout options for future CoG meetings**  To consider views of governors in developing the layout of future CoG meetings at the Whiteleaf Centre and potentially consider investing in more and different tables to support a café style layout for the future.  ***Status: in progress*** *– note no more CoG meetings anticipated at Whiteleaf during 2018 therefore may be for consideration for 2019 planning.* | KR |
| BOD 106/18 (k) | **Equality & Diversity – Board focus**  More Board time to be scheduled by the autumn for the Board to consider equality and diversity further (note – if intended to take place through a Board Seminar then a whole session or other half day may be required).  ***Status: in progress*** *– note may be availability in October or December Board seminar sessions.* | KR/TB |
| BOD 109/18 (d) | **Effectiveness reporting**  Future Effectiveness reporting to set out: (i) how concerns around performance and resourcing, especially in Clinical Audit, had been responded to; and (ii) how the Trust was becoming more innovative and proactive in improving clinical effectiveness and broader clinical performance, potentially through resources such as the centre for Oxford Healthcare Improvement.  ***Status: on hold*** *– next Effectiveness reporting scheduled for October 2018* | MHa |
| **Actions held over from the meeting on 25 April 2018** | | |
| BOD 75/18 (b) | **Board Assurance Framework**  Further risks to potentially reference within the BAF, including as aspects of existing risks:   * adequacy of funding for mental health services and achievement of the Mental Health Five Year Forward View, subject to the conclusion of funding and contracting discussions with commissioners, and risk appetite in this area in relation to what stance the Trust may be prepared to take. The Chief Executive noted that this may however be part of a wider discussion involving the relationship between demand, workforce and financial challenges; * cyber security; and * the potential risks and financial consequences if Oxfordshire did not develop its own ICS. The Chief Executive cautioned that this may need to await further developments before a clear strategic risk could be articulated.   ***Status: in progress*** | HS |

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| **Actions held over from meeting on 29 March 2018** | | |
| 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: in progress for next reporting in September 2018.*** | MHa |
| **Actions held over from meeting on 25 October 2017** | | |
| BOD 180/17(b)-(c) | **Board Assurance Framework (BAF)** To update the following: workforce risks at SO 5.1(A&B) and 5.2 to revise narrative and description  ***Status: in progress*** | HS |