**Summary of Actions from the Board meeting on 29 January 2020**

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| **Relevant Item** | **Action** | **Responsibility:** |
| **Actions from 29 January 2020** | | |
| BOD 02/20 | **Register of Directors’ Interests**  To be updated for Chris Hurst and Lucy Weston.  ***Status: in progress –*** *updates completed for January 2020 but further changes provided in March 2020 by Chris Hurst to be progressed.* | HS |
| BOD 07/20(h)&(k) | **Oxfordshire task and finish group**  As a recommendation from the Board, to commence discussion with Oxfordshire CCG on setting up a task and finish group, as part of the Integrated Care Provider model, to focus upon resolving Oxfordshire issues around finances, delivery and demand and reaching common agreement on what success would look like and the process to achieve it.  ***Status: on hold*** | MW |
| BOD 07/20(j) | **Data on average waiting times or longest waiting times**  As access rates did not necessarily correspond with patient experiences in CAMHS and Adult Services, data on average waiting times or longest waiting times to be provided (potentially out-of-session) so that the statistics presented could be better understood.  ***Status: on hold*** | MW |
| BOD 08/20(b) | **Agency usage data to be disaggregated into occupational staff groups**  Chris Hurst cautioned against over-reliance on averages and noted that it may be helpful to disaggregate the data into occupational staff groups, especially if a different cost-weighting could be applied to the different occupational groups. The Chief Nurse agreed that it would be useful to consider the data at a profession-specific level. Bernard Galton noted that this could potentially be considered in more detail through the People, Leadership & Culture Committee.  ***Status: on hold*** | TB/BG |
| BOD 09/20(e) | **Consistency in the data sets used in reporting in the HR report and the Safer Staffing report**  Bernard Galton commented upon the need for a single consistent data set in reporting, noting that he had raised this before as the trends in this report on Safer Staffing did not match those in the HR report. The Chief Nurse and the Director of HR agreed to review this again.  ***Status: on hold*** | MC/TB |
| BOD 09/20(f) | **Inpatient Safer Staffing – Trust target of 85% fill rates**  To review the 85% target fill rates to ensure still optimal in the Trust’s current circumstances and financial situation (and not super-optimal and therefore more expensive than may be needed).  ***Status: on hold*** | MC |
| BOD 12/20(d) | **Quality Committee – update on progress to achieve CQC actions**  The Trust Chair noted that it would be useful for the Board to receive an update or report from the Quality Committee about progress to achieve the CQC actions, in due course.  ***Status: on hold -*** *for further reporting into the Quality Committee first during Q1-Q2 FY21.* | MC/JAsb |
| **Actions held over from 04 December 2019** | | |
| BOD 140/19 (f)-(g) | **Performance report**  To:   * provide additional information to analyse areas of underperformance which had remained unchanged; for example, for how many months or years performance had been red-rated, what the average rate of performance had been and whether or how underperformance had impacted upon patients e.g. through waiting times; and * distinguish between performance issues which may be linked to funding or resourcing deficits and those for which the Trust may be responsible.   ***Status: in progress*** *– as reported into the Board meeting on 29 January 2020, the second bullet point had been completed and included in the Performance Report to the meeting. However, work was ongoing in relation to the*  *first bullet point to analyse areas of unchanged underperformance and the impact upon patients.* | MW |
| BOD 141/19 (b) | **Patient Story (two patients who had been treated for pressure ulcers)**  As the recording of the patients had been summarised rather than played to the Board, due to technical issues, the Patient Experience & Involvement Team Manager would circulate a version later for the Board.  ***Status: to follow up*** | DMcK/MC |
| BOD 142/19 (e) | **Workforce Race Equality Standards (WRES) and Cultural Ambassadors**  To give Cultural Ambassadors an opportunity to present at a meeting in public; and for the Board to also demonstrate its commitment to the WRES actions.  ***Status: on hold*** *– anticipated to be ready to be progressed/scheduled from May 2020.* | TB |