

Summary of Actions from the Board meeting on 26 November 2020

BOD 01(ii)/2020
(Agenda item: 03)

Relevant Item	Action	Responsibility:
Actions from 26 November 2020		
BOD 89/20 (k)	<p>Community Services Strategy</p> <p>Further update to the Board meeting in January 2020.</p> <p><i>Status: on the agenda for the private session of the Board on 27 January 2021.</i></p>	BR
BOD 91/20 (d)	<p>Trust Strategy</p> <p>Further detail of the new Strategy including on Key Focus Areas and Delivery (programmes and measures) to be presented for approval in the future, anticipated at the January 2021 meeting.</p> <p><i>Status: on hold – originally scheduled for the 27 January 2021 Board meeting but held back in light of pared back January Board agenda with focus on COVID work. Currently scheduled for Board seminar and potential extraordinary meeting on 10 March 2021.</i></p>	BC/MW
BOD 92/20 (e)	<p>Physical health checks in Oxfordshire – performance against KPIs</p> <p>To conduct a deep dive into physical health checks in Oxfordshire and performance against contractual KPIs and report back to the Board.</p> <p><i>Status: to be progressed – update not currently available but the Head of Performance & Information to work with MW and DR to provide reporting.</i></p>	MW/DR

BOD 92/20 (i)	<p>District Nursing service – increase in emergency referrals</p> <p>To check whether the 842% reported increase in emergency referrals to the District Nursing service in October 2020 compared to October 2019 was accurate/how reflected in next performance reporting.</p> <p>Status: <i>tbc</i></p>	MW
BOD 100/20 (b)	<p>Emergency Planning – Internal Audit</p> <p>To include emergency planning on the rotation for Internal Audit (as national events had demonstrated the importance of being on top of emergency planning).</p> <p>Status: <i>in progress – Business Continuity Planning is already included amongst the cross-cutting areas (to be assessed every two years) covered by the rolling Internal Audit Plan. An element of business continuity planning was therefore included within the Internal Audit review of the Data Centre in 2019/20. The process to set the Internal Audit Plan for FY22 will take place over February-April 2021 and including Emergency Planning on the rotation can also be discussed further then.</i></p>	KR
BOD 102/20 (a)	<p>Changes made as a result of COVID-19 – reporting to Audit Committee</p> <p>The Audit Committee to be apprised of any changes to policy or procedure as a result of COVID-19.</p> <p>Status: <i>in progress – report on COVID-19 changes in clinical and corporate governance and associated risks being prepared for Audit Committee meeting on 24 February 2021.</i></p>	KR

Actions from 30 September 2020		
BOD 71/20(f) and BOD 85/20(c)	<p>Cultural Ambassador Programme – analysis of pilot</p> <p>Mo Patel to report back to the Board following the RCN evaluation of the Cultural Ambassador pilot.</p> <p>At the Board meeting on 26 November 2020, a target date of January 2021 was agreed.</p> <p><i>Status: on hold for April 2021 (next Board meeting in public after January), further to discussion between TB and Mo Patel, Head of Inclusion, at end of December 2020/early January 2021 and in light of pared back January Board agenda with focus on COVID work.</i></p>	MP/TB
Actions from 29 January 2020		
BOD 09/20(e)	<p>Consistency in the data sets used in reporting in the HR report and the Safer Staffing report</p> <p>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.</p> <p><i>Status: to be progressed – update as at 26 November 2020 – to be progressed through Matt Edwards, Director of Clinical Workforce Transformation.</i></p>	MC/TB