

**Action log for the Board of Directors - public**

Log number	Action (including the title of the paper that generated the action)	Person who will complete the action	Meeting to be brought back to / Date to be completed by	Update report - comments
30/1/20-6	<u>Integrated Performance Report</u> <b>Director of Nursing, Professions and Care Standards</b> to provide briefing note to Non-Executive Directors explaining difference between concerns and complaints and how they are managed across the Trust.	Phil Hubbard	February 2020	<p><b><u>Completed</u></b>            The Board is asked to consider this action closed.</p>
30/1/20-7	<u>Chief Information Officer update report</u> <b>Chief Information Officer</b> to provide further update on the informatics workstream to a future Board meeting.	Tim Rycroft	<del>March 2020</del> April 2020	<p><b><u>Completed</u></b>            The Board is asked to consider this action closed. A report was presented On 30 April 2020.</p>
26/03/20-1	<u>Corporate Risk Register</u> <b>Chief Operating Officer</b> to provide additional details in relation to risk 2362, 200 unallocated cases of mental health care within Bradford North Community Mental Health Team.	Patrick Scott	May 2020	Update report prepared and will be shared with Board members.

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26/03/20-2	<u>Corporate Risk Register</u> Update report on the work in response to research, development and digital innovation (risk 2256, inability to post warnings of clinical trial participation from research and development) to be presented.	John Hiley  (Tim Rycroft and David Sims)	3 July 2020	<p style="text-align: center;"><b><u>Completed</u></b></p> The Board is asked to consider this action closed. This has been handed to the Secretariat for the Quality and Safety Committee.
26/03/20-3	<u>Corporate Risk Register</u> <b>Chief Operating Officer</b> to provide an update report to the Quality and Safety Committee on risk 2321, reduction of social care packages, to understand if the terminology should be updated to better reflect the risk identified.	Patrick Scott	3 July 2020	<p style="text-align: center;"><b><u>Completed</u></b></p> The Board is asked to consider this action closed. This has been handed to the Secretariat for the Quality and Safety Committee.
26/03/20-4	<u>Board Assurance Framework</u> <b>Director of Corporate Affairs</b> to ensure that the Board Assurance Framework was updated to include risk 2370, Covid-19, impact of Covid-19 on the Trust's ability to operate and maintain safe, high quality services during the pandemic period.	Paul Hogg	March 2020	<p style="text-align: center;"><b><u>Completed</u></b></p> The Board is asked to consider this action closed.

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26/03/20-5	<p><u>Any Other Business: Refreshed Scheme of Delegation and Standing Financial Instructions</u>  <b>Quality Governance Manager</b> to provide a report on the alterations to Trust policies and procedures made in response to the Covid-19 pandemic.</p>	<p>Nicola Mortimer  (Phil Hubbard)</p>	<p>May 2020</p>	<p><b><u>Completed</u></b>            The Board is asked to consider this action closed.</p>