

**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
26/11/20-1	<p>Chief Executive's Report</p> <p><b>Medical Director / Director of Informatics</b> to confirm oversight arrangements at Board/Committee about the implementation of the new electronic prescribing system and associated learning.</p>	<p><b>David Sims</b> / <b>Tim Rycroft</b></p>	<p>23 September 2021</p>	<p>The recommendation of the ePMA board is that the lead Committee for the work should be FBIC. The timeline will be reported to QSC for information</p> <p>To be discussed at September 2021 FBIC meeting.</p>
26/11/20-3	<p><u>Learning from your Stories: Rapid Process Improvement Workshop (RPIW) – Care Planning and Risk Assessments</u></p> <p><b>General Manager</b> to share further RPIW outputs with the Board at a future meeting.</p>	<p><b>Kelly Barker</b>  <b>(Patrick Scott)</b></p>	<p>September 2021</p>	<p style="text-align: center;"><b><u>Completed</u></b></p> <p>To be presented at the September 2021 meeting.</p> <p>An identical action was currently open on the Private Board of Directors action log. RPIW output would be discussed at the QSC on 26 July 2021, and could then be escalated if this was deemed appropriate. The Board therefore agreed to close this action in favour of the action on the Private log.</p>

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13/05/21-1	<u>Matters arising</u> A Board level Go See visit would be arranged with the Act as One apprentices, linked to the Trust's CAMHS services and Act as One place work.	<b>Paul Hogg</b>	2021	Virtual session to be arranged for Board members, facilitated by the Medical Director this autumn.
13/05/21-2	<u>Chair's Report</u> <b>Chief Executive</b> to circulate briefing on the Queen's Speech from NHS Providers to Board members.	<b>Therese Patten</b>	June 2021	<b>Completed</b> The Board is asked to consider this action closed.
13/05/21-3	<u>Alert, Advise, Assure Report: Quality and Safety Committee</u> <b>Mrs Hubbard</b> to share with Board members the presentation from Cumbria and Tees Esk and Wear Foundation Trust about their approach to international recruitment.	<b>Phil Hubbard</b>	July 2021	<b>Completed</b> The Board is asked to consider this action closed as the North Yorkshire presentation has been circulated to the Board. The NHS E slides would be circulated once available.
13/05/21-4	<u>Integrated Performance Report</u> <b>Chief Executive</b> to arrange for Wes Baker at Mersey Care to be invited to a future Board meeting to present on mental health demand management.	<b>Therese Patten</b>	October 2021	Engagement at Board level with Mr Baker and Mersey Care commenced in May 2021, and the Board will be informed of an engagement opportunity in the autumn.
13/05/21-5	<u>Freedom to Speak up Guardian</u> <b>Ms Ryder</b> to: (i) agree arrangements with Mrs Hubbard for the Board to complete the FTSUG self-review tool; and (ii) undertake further analysis on bullying and harassment cases.	<b>Lisa Ryder</b>	Moved from September to November 2021	(i) to be undertaken on commencement of the newly appointed FTSU guardian autumn 2021; (ii) Board FTSUG Self-Assessment to take place by this autumn with an update reported to the September 2021 Board meeting.

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	<u>Board Sub-Committee Annual Reports</u> <b>Mr Hogg</b> to review the attendance figures in the Finance, Business and Investment Committee's Annual Report.	<b>Paul Hogg</b>	July 2021	<b>Completed</b> The Board is asked to consider this action closed.
08/07/21-1	<u>Learning from your Stories: Adult Community Care Group</u> Presentation to be shared with members outside the meeting, and the comments raised during the item to be fed back to Dayne and the team.	<b>Corporate Governance Team</b>	July 2021	<b>Completed</b> The Board is asked to consider this action closed.
08/07/21-2	<u>Declarations of any Conflicts of Interest</u> Amendment to be made to Chief Exec's declaration of interest regarding NHS Providers, to be moved to the column regarding holding a position of authority in a charity.	<b>Corporate Governance Team</b>	July 2021	<b>Completed</b> The Board is asked to consider this action closed.
08/07/21-3	<u>Chair's and Chief Executive's Reports</u> a report on the Better Lives, Together Strategy would be presented at the September 2021 meeting.	<b>Therese Patten</b>	September 2021	<b>Completed</b> The Board is asked to consider this action closed as it will be presented at the September 2021 meeting.
08/07/21-4	<u>Board Assurance Framework (BAF) and Supporting Organisational Risk Register (ORR)</u> Chief Executive to update on the work of the Place-based Health Inequalities Academy as part of a future CEO Report.	<b>Therese Patten</b>	December 2021	

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08/07/21-5	<u>Annual Report: Suicide Prevention</u> Mr Scott to pick up engagement with Central and Eastern European communities as part of the work of the Mental Health Legislation Committee, such as a service user story and wider health inequalities matrix work.	<b>Patrick Scott</b> <b>Phillipa Hubbard</b>	<del>September</del> November 2021	<del>An update to be reported to the September 2021 Board meeting.</del> Owing to unexpected absence, item deferred to November 2021 Public Board
08/07/21-6	<u>Independent Review of Serious Incidents</u> Mrs Hubbard agreed to explore whether the training and standards could be in place prior to December 2021.	<b>Phil Hubbard</b>	September 2021	An update to be reported to the September 2021 Board meeting.