

Board of Directors (Public) Action Log

Log No	Meeting	Report/ Agenda title	Minute Ref	Agenda item and Action	Lead Officer(s)	Timescale/ Deadline	Comment/ Feedback from Lead Officer(s)	Open/ Close
29	26/07/2022	Deep Dive - Cancer Waiting Times	STH/73/22 (b)	The identification of a sustainable service model through the Cancer Alliance.	MT	31/03/2023	<p>22/3/22 - Work to agree a long term sustainable model for non surgical oncology has continued, being led by the Cancer Alliance. A public and patient facing listening exercise has been undertaken (Available to view at this site: https://canceralliancesyb.co.uk/get-involved/thinking-about-changes-non-surgical-cancer-outpatient-appointments) and options will be refined recommended with a view to reach clear recommendations in May. Propose that the action is closed, and an item added to the forward plan</p> <p>31/01/2023 - Kirsten Major, Chief Executive highlighted that the Cancer Alliance had recently agreed a piece of work that would include the identification of a sustainable service model and requested that the development of the model was added to the Board future agenda programme in line with that timescale.</p> <p>22/11/2022 - We have jointly appointed (together with the Cancer Alliance) a Transformation Lead to work across SYB to develop a partnership driven and evidence based recommendation for our long term delivery model for Non-Surgical Oncology.</p> <p>22/09/2022 - We are working closely with the ICB and Cancer Alliance on work to agree the long term approach for non surgical oncology across South Yorkshire</p>	Recommend for Closure
34	31/01/2023	Minutes of the Previous Meetings held in Public on 29 November 2022	STH/03/23	Minute STH/119/22 (a) 'Maternity and Neonatal Safety Report' to include: In response to a query raised by Ros Roughton, Non-Executive Director relating to the level of confidence held by the Trust that Maternity staff were learning from incidents, Laura provided a list of activities undertaken that described how learning from incidents was being undertaken by Maternity staff. Ros proposed that the list of activities provided by Laura should be annexed to future Maternity and Neonatal Safety Reports as provision of Board assurance.'	CM	31/03/2023	22/03/23 - This month's Maternity and Neonatal Safety report includes information relating to the learning from incidents, complaints and claims at section 7.1.	Recommend for Closure
35	31/01/2023	Board Assurance Framework	STH/05/2023	With reference to the tables containing the Strategic Risk cycle, Annette Laban, Chair proposed that the sequencing of the Deep Dives should be prioritised based on limited assurance. This was supported by the Board.	SC	31/03/2023	20/3/23 - The sequencing of the Deep Dives has been refreshed with prioritisation based on limited assurance. Recommend for closure.	Recommend for Closure
36	31/01/2023	Well-led Developmental Review Final Report	STH/13/23	Sandi explained that details of the discussion would be included into the overarching Well-led improvement plan, which would be delivered at the next Board meeting being held in public, scheduled for March 2023.	SC	28/03/2023	20/3/23 - Well-led Development Plan presented at the Board of Directors held in public on the 28 March 2023. Recommend for closure.	Recommend for Closure
33	27/09/2022	Corporate Risk Register Report	STH/95/22	In response to a related question Toni Schwartz, Non-Executive Director, Sandi explained that the format of the CRRR would be considered in terms of the level of detail around mitigation actions.	SC	31/03/2023	<p>20/3/23 - Since this request a new governance structure has been agreed by the Trust Executive Group and a new Chief Executive led group named the Risk Management Executive Committee has been proposed.</p> <p>The establishment of a Risk Management Executive Committee comprising members of TEG, with an annual report on the effectiveness to the Audit Committee, will strengthen TEG oversight of operational risks and provide further assurance as to the robustness of the process for risk management.</p> <p>In addition assurance can be sought by NED colleagues during deep dive discussions regarding the detail of individual mitigation actions. The Board is asked to consider if this response sufficiently addresses the matter raised.</p> <p>22/11/2022 - The format and structure of the Corporate Risk Register Report will be considered in collaboration with the Quality Director. A long deadline has been set to enable testing of the approach.</p>	Open
32	26/07/2022	Child and Adolescent Mental Health Service CQC Review Action Plan	STH/79/23	When the action plan is completed, a discussion with commissioners and partner organisations will be required to ensure gaps in commissioned services are fully understood and addressed	DB	30/06/2023	<p>24/01/2023 - January update: A meeting has been taken place between David Black and Ruth Brown (Chief Executive Sheffield Children's) under the auspices of Sheffield Health and Social Care Partnership. Further data collection as planned with the appointment of the Trust Mental Health Programme Manager (Spring 2023). A further update will be provided to the Board in June 2023.</p> <p>16/08/22 - An update on progress would be provided to the Board in January 2023</p>	Open