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
50	26/09/2023	Board Committee Assurance Reports: People Committee Assurance Report	STH/110/23 b)	There was an escalation on the WRES metric related to the percentage of Board members where ethnicity was 'unknown'. It was felt this information had been declared, and Sandi agreed to investigate this point.	SC	30/04/2024	12/3/24 - Issue identified for remaining NED due to the need to ensure STH ESR profile in place. Steps in place to address. Deadline extended. 23/1/24 - 31/11/23 - Updates archived for ease of review, full information in the January 2024 action log presented to the Board.	Open
51	28/11/2023	Matters Arising and Action Log: Board Out and About Visits	STH/118/23 a)	MH would check that it was planned for the new drive-through height and weight assessment service to be provided for all patients not solely for Weston Park patients.	MH	27/02/2024	19/02/2024 - The pilot was established focussed on Weston Park but if successful the concept could be used by other eligible patients if they negotiate their activity volumes with the Drive through Team.	Recommended for closure
53	28/11/2023	Draft Research and Innovation Strategy	STH/131/23	It was agreed that proposed research and innovation KPIs would be identified by April 2024, this would allow sufficient time to take these to the new committee for agreement and align with the new planning year.	DB	30/04/2024		Open
54	28/11/2023	Well-led Development Plan	STH/132/23	SC agreed to have further re-engagement with the company that undertook the Well Led Review to test progress.	SC	31/05/2024	12/03/24 - Due to the availability of the external provider this work will now commence in April 2024. Deadline extended. 11/12/23 - Initial discussions held with provider and work underway to set up the review for year end.	Open
56	30/01/2024	Clinical Update - Podiatry	STH/10/24	MT would contact Jeremy Walker (Head of Podiatry) to seek a case study on the connections between community and hospital-based services, for inclusion in the Clinical Blueprint.	MT	30/04/2024	20/02/2024 - Initial discussion has been had with relevant Operations Director so that we can include a suitable case study in the work. Deadline extended.	Open
57	30/01/2024	Board Out and About Visits	STH/13/24	SC was asked to look at a process for closing actions identified from Out and About Visits, and how actions taken forward by the triumvirate could be tracked.	SC	30/04/2024		Open
58	30/01/2024	Learning from Deaths Report	STH/14/24	JH would check to ensure the Trust wasn't under declaring the number of deaths referred for structured judgement review because of learning disabilities or severe mental illness.	JH	31/05/2024	8/2/24 - Shelford MDs working jointly on mortality – initially by sharing LFD reports which will facilitate comparisons of SJR reviews	Open
59	30/01/2024	Emergency Planning Resilience and Response Annual Assurance	STH/16/24	MH took an action to check the dates on the plan to align with the 2-year timeline.	MH	27/02/2024	19/02/2024 - Dates have been confirmed and plan updated on Convene.	Recommended for closure
60	30/01/2024	Emergency Planning Resilience and Response Annual Assurance	STH/16/24	MH was asked to revisit the risks on the plans held within the COO's Office and individual directorates against the new framework sub-categories.	MH	27/02/2024	19/02/2024 - Risks have been reviewed and updated.	Recommended for closure
61	30/01/2024	Universities Update - SHU	STH/19/24	MG would capture the discussion related to whether the reduction in student recruitment was a risk to the future workforce and future recruitment challenges, which was a theme coming out of a number of the Board's conversations and linked to the risk reported earlier in the CRRR related to workforce within certain areas and suggested looking at potential vulnerable areas, as part of the BAF update.	MG	21/05/2024		Open
62	30/01/2024	Universities Update - SHU	STH/19/24	BoD requested that a joint presentation by both universities on the South Yorkshire Digital Health Hub was brought to a future Board meeting	AB/TS	21/05/2024	07/02/2024 - The health hub director has been contacted to idenify a date for this presentation. Planned for the May 2024 Board meeting.	Open
63	30/01/2024	Well-led Development Plan Update	STH/21/24	Ann Harris asked whether there was any evidence from the starting position on assurance increasing and likelihood reducing. SC agreed to explore this further in the close down report.	SC	31/05/2024		Open
64								