

## BOARD MEETING - THURSDAY 28 APRIL 2016

### ACTION LOG

Ref	Subject	Action Required	Owner	Date raised	Date due	Progress/Comment	Completed
BM/16/06(P) para 8.3	Chairman's report	The relationship with partnership bodies was discussed, and the importance of working closely with NHS England and the CQC was emphasised. The possibility of having some staff who were jointly appointed was discussed. The Board requested more time to	Jessica Dahlstrom	28/01/2016	End-May	This request has been incorporated in the forward planning process for the NHS Improvement Board and a suitable date will be identified post 1 April.	In hand
BM/16/12 para 1.1	Corporate report	The outcomes of the budget setting process would be reported to the Board by the end of April.	Bob Alexander	25/02/2016	May-16	The report will be shared with the Board at a future meeting	In hand
Oral item para 8.3	Questions and comments from the public	A member of the public raised a query in relation to patient choice in mental health services referring to her previous correspondence with several health bodies. The Chair and Chief Executive undertook to look into the issue and contact the individual directly.	Ed Smith, Jim Mackey	25/02/2016	25-Mar	A letter was sent to the member of the public from Jim.	Completed
Oral item para 12.4	Chief Executive's update	A report on the implications of the clinical disputes on quality, access and efficiency would be presented at a future board meeting.	Kathy McLean	25/02/016	28-Apr	A report is to go to the Board on 28 April.	Completed

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Oral item para 6.2	Questions and comments from members of the public	The Chair advised that NHS Improvement would host the HSIB and not be accountable for HSIB's operations. The Medical Director undertook to revert on the position with regard to the involvement of the HEE.	Kathy McLean	22/03/2016		There is no record of the patient safety team having conversations with HEE regarding whistleblowing and trainee doctors. It will be for HSIB to decide what it investigates and how. The Chief Investigator must be able to act without fear or favour and that means being able to choose what incidents to investigate. The Expert Advisory Group did consider the question of what types of concerns should be in scope for the HSIB and their advice will be published shortly. It will be for the Chief Investigator to decide whether to take that advice and/or how to interpret it. It should also be noted that HSIB will be an additional capability in the system and will not replace the responsibilities that sit with existing organisations to investigate concerns. HSIB will not take direction to investigate whistle blowing incidents as these are not within the scope of the organisation.	Completed

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BM/16/34(P) para 12.3	Chief Executive's report	The Board noted that, via work being undertaken by the Medical Director and her team, additional clarity on the definition and scope of 7-day services would be produced for providers.	Kathy McLean	22/03/2016	May-16	A proposed document has been created and there are discussions being had regarding timing.	In hand
BM/16/34(P) para 12.4	Chief Executive's report	The Board would be provided with details on the proposal to implement the further ratchet in agency spending.	Kathy McLean	22/03/2016		Further details have been provided to the Board.	Completed
BM/16/37(P) para 13.1	National Elective Data Validation Programme	The Board noted a proposal to fund a national data validation programme in relation to the key referral to treatment standard in the NHS Constitution. Further information about the programme and its benefits to patients would be circulated.	Jim Mackey	22/03/2016	Apr-16	A note will be circulated shortly.	In hand

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BM/16/38i(P) para 14.1	NHS Improvement	A note on the current position would be circulated to Board members, who would be consulted on the business plans and emerging operating model, both of which would be discussed at the April Board meeting. .	Adrian Masters, Catherine McDonald	22/03/2016	Apr-16	A note was sent to Non-Executive Directors on NHS Improvement Objectives. Further discussion on this and the Operating model will be had at the Board on 28 April.	In hand
Para 15.1	Other business	Caroline Thomson asked for copies of the provider newsletter to be circulated to non-executive directors.	Lynne Burgess	22/03/2016	Apr-16	Non Executive Directors have been added to the provider newsletter distribution list. They will start receiving the newsletter from 27 April 2016.	Completed