

BOARD MEETING - THURSDAY 24 MAY 2018
ACTION LOG

Ref	Subject	Action Required	Owner	Date raised	Date due	Progress/Comment	Completed
BM/16/105 para 4.4 BM/17/66 para 8.4	Update on Sustainability and Transformation Plans	Public accountability would be discussed at a joint meeting of NHS Improvement's and NHS England's Audit and Risk Assurance Committees scheduled for June 2017. It was noted that colleagues from the Care Quality Commission's Audit and Risk Assurance Committee would also be invited to attend this meeting.	Jessica Dahlstrom	30/03/2017	24/01/2018	The creation of the Joint Finance Advisory Group may remove the need for this joint meeting.	In hand
Oral item para 6.2	Questions and comments from the public	It was noted that a public discussion on preparing the response to crises such as these would be held by the Board at a future date.	Sigurd Reinton and Jeremy Marlow	25/05/2017	24/01/2018	This topic was discussed in private on 28 September 2017. Date of public session to be confirmed.	In hand
BM/17/68 para 4.4	Quality report	A discussion took place on NHS Improvement's role regarding patient safety in the primary care sector. The need for a clear definition of a safety incident in a primary care context was highlighted and the Board commented that NHS Improvement should work with the primary care profession to progress this. It was requested that a member of the patient safety team would be asked to give a presentation at a future Board meeting.	Kathy McLean, Ruth May	28/09/2017	24/01/2018	The Patient Safety Team will present on this item at a future Quality Committee meeting. The issue will also be incorporated in the ongoing work on organisational design.	In hand

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BM/17/78(P) para 13.8	Shaping a Healthier Future SOC programme	The Board considered that it was not possible to approve the Strategic Outline Case on the basis of the assumed reduction in emergency admissions because the evidence that underpinned how this would be achieved was not clear in the Strategic Outline Case and agreed that further work was required to develop this before the Strategic Outline Case could be brought back to the Board for approval. Several Non-Executive Directors offered to work with executive colleagues in an advisory capacity as the next Board paper was being developed.	Steve Russell	28/09/2017	24/01/2018	A technical review has been completed, and next steps are to be agreed by the end of June. Date for re-presentation to the Board has still to be set.	In hand
BM/17/93(P) para 11.7	Progress on cybersecurity and Paperless 2020	It was noted that there was not sufficient funding for the Paperless 2020 programme, and that this situation had been exacerbated by the requirement to fund cybersecurity investment from the Paperless 2020 programme budget. The Chief Information Officer and the Executive Director of Operational Productivity would write a letter on this subject to the Department of Health. It was noted that the new Chief Clinical Information Officer, who was due to be appointed in December, would be invited to the Board in January to present an update on the matters above.	Jeremy Marlow, Will Smart	30/11/2017	24/01/2018	Work is ongoing and this matter was discussed at the Technology and Data Assurance Committee. A new CCIO has been appointed. To be discussed at a future board meeting.	In hand

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BM/18/03 para 4.6	Chief Executive's report	Board members welcomed the proposal to work more jointly with NHS England and requested that a formal evaluation methodology would be established to measure progress in this regard. This should include the collection of baseline data and the measurement of progress both internally and externally. The Executive Director of Strategy would be asked to lead on the evaluation.	Ian Dalton / Ben Dyson	24/01/2018	22/03/2018	The Strategy Directorate are examining ways of gathering evidence as to what is and isn't working, to enable the joint work programme to course-correct where needed	In hand
BM/18/04 para 5.5	Update on winter	Consideration was given to the variable uptake of the 'flu vaccination among NHS staff and the Board requested that evidence would be collated to demonstrate the impact of this. This evidence should be incorporated in the lessons learned from winter review.	Kathy McLean / Raghuv Bhasin	24/01/2018	22/03/2018	Included in winter review to be presented to the May Board ahead of publication in June.	Completed
BM/18/04 para 5.8	Update on winter	The Board requested that an initial debrief on winter would be presented to the Board in March 2018, with a full lessons learned review to follow when all data was available. As well as an analysis of the cause and impact of zero day admissions, the debrief and review should include lessons learned around pre-hospital care, such as better integration between 111 and other emergency services and the availability of GP services. It should also include lessons learned on delayed transfers of care and working with the social care sector.	Pauline Philip / Raghuv Bhasin	24/01/2018	22/03/2018	Included in winter review to be presented to the May Board ahead of publication in June.	Completed

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BM/18/15 para 4.5	Chief Executive's report	The incentives currently in place for providers to improve financial performance were discussed and the Board commented that a new approach for the financial year 2019/20 would be required to ensure appropriate incentives for long term improvement. It was requested that a discussion on this topic would be added to the forward plan for the Board. The Board should also be provided, in correspondence, with a timetable for the strategic programme of work on financial incentives.	Elizabeth O'Mahony / Jessica Dahlstrom	22/03/2018	24/05/2018	On the forward plan for June.	In hand
BM/18/15 para 4.6	Chief Executive's report	A discussion took place on how to improve NHS Improvement's ability to identify early warning signals for declining financial performance and the Board noted this would be added to the Audit and Risk Assurance Committee workplan.	Richard Douglas / Jessica Dahlstrom	22/03/2018	24/05/2018	Added to Audit and Risk Assurance Committee work plan	Completed