

Cambridgeshire Community Services Trust Board (Public)
Action points from previous meeting(s)

Minute ref	Action	Owner	Due date	Update	Complete?
July 2021					
5.7 – 2 nd bullet point	To liaise with Angela Hartley and schedule staff story for a future board meeting.	Anita Pisani	March 2022	Staff Story identified for March 2022 Board Meeting. Hearing from recently appointed Queens Nurse/s.	Complete
September 2021					
1.4 (i)	To share Leah's story with partners for shared learning	Kate Howard	February 2022	Story shared with the local acute Trusts. Leah has also agreed to work with our co-production colleagues to develop some resources based on her story.	Complete
5.2 – 1 st bullet point	To schedule within the next six months, a session for the Board on its roles and responsibility in regard to the Patient Safety Strategy.	Kate Howard	February 2022: <i>Deferred to March 2022</i>	Not due yet – a full update to be included in March 2022 Integrated Governance Report.	Ongoing
5.2 – 10 th bullet point	The Adult Safeguarding Team to provide an update on Liberty Protection Safeguarding process to the Safeguarding Board.	Kate Howard	February 2022	An update included in January 2022 Integrated Governance Report.	Complete
5.6	To review the measures, wording for strategic risks and objectives to ensure they reflect ICS plans and emerging risks.	Matthew Winn	February 2022: <i>deferred to April 2022</i>	Not due yet	Ongoing
8.1	To provide an update to the Board on medical appraisal for the rest of the year by end of March 2022	Dr David Vickers	March 2022	Not due yet	Ongoing

November 2021					
1.4	To send the patient story recording to Zac's parents.	Mercy Kusotera	November 2021	The patient story clip was shared with Zac's parents.	Complete
4.3	At the end of the Integrated Governance Report Board discussion, the Board would assess and confirm whether the two highest scoring strategic risks were accurately scored; had adequate controls and mitigation in place.	Matthew Winn	November 2021	Following the Integrated Governance report discussion, the Board were assured that there was mitigation in place to address the risks.	Complete
5.3 - 4 th bullet point	To explore other metrics which could complement the core metric re - the number of patients/service users who gave feedback on the care they received (indicator 1b)	Kate Howard	January 2022	Discussions have taken place in relation to looking at other methods for gaining feedback and using the patient's experience. Action has though been delayed due to team sickness and re-deployment.	Complete
5.8 - 1 st bullet point	To bring the Green Plan to the December 2021 Board Development session for discussion.	Mark Robbins	December 2021	Incorporated into December Board Development session.	Complete
5.8 - 2 nd bullet point	To bring to the Board an update on Princess of Wales (POW) Hospital development	Rachel Hawkins	January 2022	Incorporated into the integrated Governance Report.	Complete
7.2 - 3 rd bullet point	To hold an offline meeting with Fazilet Hadi to discuss equality and diversity issues	Anita Pisani Angela Hartley	December 2021- to be rearranged February 2022	Postponed due to current pressures.	Ongoing

7.2 -6 th <i>bullet point</i>	To confirm reporting arrangements for the Digital Transformation Strategy	Rachel Hawkins	January 2022	The Infrastructure Committee will provide oversight of delivery through the establishment of a digital transformation board.	Complete
7.2 – 8 th <i>bullet point</i>	Anita Pisani and Angela Hartley would work on how to embed the NHS human resources and organisational development vision for 2030 into the Trust's People strategy.	Anita Pisani Angela Hartley	April 2022	Not due yet	Ongoing
12.4	Anita Pisani to link Rob Hallam with Karen Fell and Lucy Dennis to have a detailed conversation about the questions.	Anita Pisani	December 2021	Karen and Karen met with Rob Hallam on 30 November 2021 and talked through his questions/queries.	Complete