

Trust Board - Action Log - Public session

Open Actions

Last Update: 20 March 2024

Action Identifier	Date Identified	Action Required	Lead	Date Due	Update	Status
5.1 Trust Ambitions 2023-26	20/03/2024	Annex D – The Be Sustainable Strategic Objective to be further reviewed at the next Infrastructure Committee by the Chair of Infrastructure and Director of Finance and Resources.	Mark Robbins	23/05/2024	15-05-2024: This is being picked up through Infrastructure Committee 23 May 2024.	Recommend Closure 22 May 2024
5.1 Trust Ambitions 2023-26	20/03/2024	The colour coding in Table 2 – progress with Ambitions to be amended so it is clearer and then recirculated to the Trust Board.	Anita Pisani	24/04/2024	15-05-2024: This was re-circulated to the Trust Board at the April Workshop.	Recommend Closure 22 May 2024
6.1 National NHS Staff Survey Results 2023	20/03/2024	The Trust Chair to write to members of the Wider Executive team to thank them and acknowledge their personal contribution.	Mary Elford	30/04/2024	15-05-2024: The Trust Chair wrote to each member of the wider executive team 28 March 2024.	Recommend Closure 22 May 2024
7.1 Chief Executive's Report	20/03/2024	The Chair of the Audit Committee to explore with Audit chair colleagues in Cambridgeshire and Peterborough, and Norfolk and Waveney Integrated Care Systems developing a system risk appetite approach.	Catherine Dugmore	30/06/2024	15-05-2024: This action will be picked up by the Collaborative Governance Group.	Recommend Closure 22 May 2024
8.0 Annual Budget 2024-25	20/03/2024	The Director of Finance and Resources to look at the materiality of vacancies within the draft revenue budget and to update the Trust Board in private.	Mark Robbins	30/06/2024	15-05-2024: As a guide the vacancy benefit factor is approx. 3.75% of £1m average but this isn't assumed as given due to vacancies presenting at different levels across our services.	Recommend Closure 22 May 2024

9.1 Integrated Governance Report	20/03/2024	The Chief Nurse to amend the reporting of Integrated Governance Reports going forward for both the Trust Board and the Clinical Operational Board for pressure ulcers to include severity and impact information.	Kate Howard	31/05/2024	15-05-2024: Extra reporting / information has been provided within this Integrated Governance Report. A community of practice has been set up to review internal data, reporting and clinical interventions – this will then inform our content to the Clinical Operations Board and moving forward the Trust Board (for Luton Adults). Whilst pressure care is also important in Children's Services it is very rare for an incident to be moderate harm (or above) or high impact. Pressure Ulcers in this context are monitored / reviewed via the clinical governance route.	Recommend Closure 22 May 2024
9.1 Integrated Governance Report	20/03/2024	The Chief Nurse to consider the opportunity for digital innovation in Infection, Prevention and Control.	Kate Howard	30/06/2024	15-05-2024: A number of the Infection, Prevention and Control Audits are now completed using an on-line system – this provides automated action planning and monitoring. Hand hygiene assessments are currently using the latest technology and infection management and surveillance is being reviewed nationally – both in a sense of surveillance management and clinical solutions to infections (e.g. reduction of anti-biotic use where appropriate). We will keep the evidence and opportunity under review as new ideas emerge.	Recommend Closure 22 May 2024
9.1 Integrated Governance Report	20/03/2024	The Deputy Chief Executive to look at the granularity of long-term sickness numbers to identify where more assurance could be provided on sickness absence management.	Anita Pisani	31/05/2024	15-05-2024: There are circa 100 individuals off on long-term sickness at anyone time (4 weeks or more). Assurance can be given that human resource lead for the area will contact relevant line manager once an individual hits this trigger point to make sure this is being managed appropriately and plan agreed.	Recommend Closure 22 May 2024