

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

Minute ref	Action	Owner	Due date	Update	Complete?
September 2021					
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>	Incorporated into April Board Development Session. The Board Assurance Framework for 2022/23 to include 2022/23 strategic Risks.	Complete
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	The Trust was 85% compliant for medical appraisals for the period April 2021 to January 2022	Complete
November 2021					
7.2 – 3 rd <i>bullet point</i>	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	Covered off through other Committee meetings rather than through separate meeting.	Complete
January 2022					
4.4 -2 nd <i>bullet point</i>	To present 2021/22 staff survey results to the Board in March 2022.	Anita Pisani	May 2022	Incorporated into May 2022 public board meeting.	Complete

5.3	To follow up on the following comments about BSL access: <ul style="list-style-type: none"> Explore options for getting BSL interpreters in a timely way; for example, whether BSL video interpreters could help Contact SignHealth organisation for advice on some of the issues raised. Whether the Trust needed a separate contract for BSL to address the gap. 	Mercy Kusotera	March 2022	A link to SignHealth's BSL health video library has been incorporated into the Trust's accessible information page on all Trust websites. DA Languages which is currently contracted by the Trust for translation and interpretation services could be used to address the gap. The Trust is currently working with services and a third party provider to develop new digital platforms across the Trust – this is a 2 year programme of work and ensuring information is accessible to every community is a priority.	Complete
March 2022					
1.5	To look at creating an internal QN (Queen's Nurse) network which could provide mentors for future aspiring QN applicants and identify and support key research projects to enhance patient care.	Anita Pisani / Liz Webb	September 2022	Not Due Yet	
3.1	To review the wording of paragraph 4.9 of the minutes from the March Public Board Meeting	Kate Howard / Mercy Kusotera	May 2022	The wording was amended to reflect that the two people had long standing HIV and were not in contact with iCaSH services.	Complete
4.7 (i)	To review strategic Risk ID: 3166 (There is a risk that patients and service users do not receive outstanding care if services fail to remain compliant with CQC Fundamentals of Care standards)	Kate Howard	May 2022	The risk was reviewed on the 2nd of April and again on the 12th of April, the risk hazards, cause and controls have been updated (in conjunction with the Service Directors) and the score increased to 16.	Complete

5.4 (i)	To advise the Board when antenatal assessments would be returning to full service.	Kate Howard	May 2022	An update on when antenatal contacts will be returning to normal was circulated to Board members. Email sent to the Board on 11 th May 2022.	Complete
5.4 (iii)	Board members to send their comments in relation to the Patient Safety Strategy (Appendix 1 of the IGR report) to Kate Howard and Liz Webb by the end of March 2022	Board Members	31 March 2022	Members shared their comments in relation to the Patient Safety Strategy.	Complete
5.5 (iv)	To add the turnover chart to the IGR (Integrated Governance Report) and re-circulate to board members	Anita Pisani	March 2022	Revised IGR circulated on 17 th March 2022	Complete
5.6 (i)	An anti-racism comms messages from the Board could be produced at the April board development session and the pledge would be made at the May Public Board	Anita Pisani / Karen Mason	May 2022	Anti-Racism Pledge incorporated into the Diversity and Inclusion Annual Report for Board ratification.	Complete
7.1	To circulate the Green Plan to board members for virtual agreement. To attach the final version to the Chief Executive's report for the public board meeting in May 2022.	Mark Robbins	July2022	Final version will be submitted to the board meeting in July 2022	Not yet due