



Actions from the minutes of the Public Trust Board
(Completed items will be shaded for information and then removed for the subsequent meeting)

Current Status	Action No	Meeting date	Item No & Title	Action Required	Action allocated to	Comments/progress update	Due Date	Completed Date
Complete	PB-314	22/07/2014	5.9. Board Assurance Framework / Corporate Risk Register	KW to update BAF to reflect comments received during latest round of Board and Committee meetings.	Executive Director of Standards & Compliance	26/08/2014 – amendments included for version to be considered at September meetings of Quality and F&I Committees. Action remains open. 23/09/2014 – considered at QC and F&IC meetings as previously stated. Action closed.	11/09/2014	11/09/2014
Complete	PB-315	02/09/2014	1. Questions from the Public	Investigation to be commenced into JE concerns once further details received.	Executive Director of Finance & Performance	23/09/2014 – information received and passed on to Alan Baranoswki to carry out investigation. Action closed.	30/09/2014	23/09/2014
Complete	PB-316	02/09/2014	1. Questions from the Public	Investigation to be commenced into TD concerns once further details received.	Executive Director of Finance & Performance	23/09/2014 – contact details passed on to RB to enable investigation to be carried out. Action closed.	30/09/2014	23/09/2014
Complete	PB-317	02/09/2014	3. Matters Arising	KW to be asked to liaise with Cllr Rommell re her personal experiences.	Executive Director of Standards & Compliance	23/09/2014 – SP liaised with KW who will follow up matter with Cllr Rommell. Action closed.	30/09/2014	23/09/2014

Complete	PB-318	02/09/2014	4. Risk & Clinical Quality Annual Report 2013-14	Presentation on quality and risk to be circulated to all managers as essential reading.	Executive Director of Standards & Compliance	23/09/2014 – presentation circulated by email. Action closed.	30/09/2014	23/09/2014
Complete	PB-319	02/09/2014	4. Risk & Clinical Quality Annual Report 2013-14	Information Governance benchmarking information to be circulated to Board when available.	Executive Director of Standards & Compliance	23/09/2014 – note made to circulate information when available. Action closed.	30/09/2014	23/09/2014
Complete	PB-320	02/09/2014	4. Risk & Clinical Quality Annual Report 2013-14	Note to be made to include annual comparative data for security incidents in future annual reports.	Executive Director of Standards & Compliance	23/09/2014 – note made to include information in 2014/15 Annual Report. Action closed.	30/09/2014	23/09/2014