



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
Active	PB-397	24/11/2015	3 Minutes of the Meeting held on the 29 September 2015 including Matters Arising and Action Log	To include the percentage of Paramedics on vehicles in the IPR.	Executive Director of Operations	26/01/2016 – This would be included in future IPR reports. Action remains open.	26/01/2016	
Complete	PB-400	24/11/2015	5.3 Chief Executive's Report and Integrated Performance Report (IPR)	To include more commentary on CIP performance in each section of the Chief Executive's report.	Chief Executive	26/01/2016 – This had not been incorporated in the report but a verbal update would be given. The information would be included in future reports. Action closed.	26/01/2016	26/01/2016
Active	PB-403	24/11/2015	5.7 Statement of Compliance for Emergency Preparedness Response and Recovery	To ensure Resilience information was included in the future IPR reporting.	Executive Director of Operations	26/01/2016 – RDT advised this would be included in the next IPR report. Action remains open.	16/01/2016	
Complete	PB-404	24/11/2015	5.7 Statement of Compliance for Emergency Preparedness Response and Recovery	An analysis to be undertaken on the IPR to ensure the document was a comprehensive overview and to	Interim Executive Director of Finance and Performance	19/01/2016 – RDT, Ian Walton and Nigel Batey to discuss if alternative reporting mechanisms are required. 26/01/2016 – Work was	16/01/2016	26/01/2016

				consider if alternative reporting mechanisms were needed for information not contained within the IPR.		underway to ensure everything was being captured. Action closed.		
Complete	PB-405	24/11/2015	5.8 Resilience Half-Yearly Report	To investigate the national position on HART vehicle replacement.	Executive Director of Operations	RDT advised this had been discussed and would be the first call on the Capital Plan in 2016/17. Action closed.	26/01/2016	26/01/2016
Active	PB-409	26/01/2016	5.3 – Trust Executive Group Report and Integrated Performance Report	Request from Quality Committee to see if ICT section within the IPR could contain a ‘softer’ (commentary) element in respect of ICT improvements supporting patient care and outcomes.	Interim Executive Director of Finance and Performance	22/03/2016 – RDT working with ICT and Clinical colleagues to assess feasibility of providing such information.	12/05/2016	
Complete	PB-410	26/01/2016	5.3 – Trust Executive Group Report and Integrated Performance Report	To consider if a deep dive of incident information could be undertaken to differentiate between YAS and other providers.	Interim Executive Director of Finance and Performance / Executive Director of Standards and Compliance.	18/03/2016 – Incident and Complaint analysis and comparison to Trust reported to Joint QC and F&IC in March as part of Private Provider assurance report. Action closed.	29/03/2016	18/03/2016

Active	PB-411	26/01/2016	5.3 – Trust Executive Group Report and Integrated Performance Report	For a discussion to take place around the incidents involving controlled drugs at a Quality Committee meeting	Executive Medical Director		12/05/2016	
Active	PB-412	26/01/2016	5.3 – Trust Executive Group Report and Integrated Performance Report	A paper to be brought the Quality Committee around the Ambulance Quality Indicators (AQIs) that were ranked in the bottom half of the table and what plans were in place to improve on these.	Executive Director of Standards and Compliance	18/03/2016 – Scheduled for May agenda.	12/05/2016	
Active	PB-413	26/01/2016	5.3 – Trust Executive Group Report and Integrated Performance Report	To undertake a review on utilisation rates for the four vehicles dedicated to the Scarborough/York transfers.	Executive Director of Operations		29/03/2016	
Active	PB-414	26/01/2016	5.5 Operational Review of the Festive Period 2015/16.	The de-brief and lessons learned should be presented at a future Quality Committee meeting.	Chief Executive		12/05/2016	

Complete	PB-415	26/01/2016	6.2 - Updated Evidence of Compliance with the NHS Constitution, July 2015	To explore other forums to share with YAS colleagues the NHS Constitution and what it meant for them.	Trust Secretary	01/03/2016 - Evidence of compliance with NHS Constitution agreed by Training Dept.to include in refreshed Corporate Induction Programme 2016/17; published on Intranet (Feb 2016); agreed reference in future staff communications (for Action by AD Corporate Communications. Action closed.	29/03/2016	01/03/2016
Complete	PB-416	26/01/2016	6.3 - Quarter 4 Assessment of A&E Delivery Against Trajectory	To provide information on the impact of various initiatives on Red 1 and Red 2 performance.	Chief Executive/Interim executive Director of Finance and Performance	22/03/2016 – Included on the Trajectory report on the Private agenda. Action closed.	29/03/2016	22/03/2016
Active	PB-417	26/01/2016	6.3 - Quarter 4 Assessment of A&E Delivery Against Trajectory	To provide a report on A&E Operations abstractions to the Quality Committee.	Executive Director of Operations		12/05/2016	
Complete	PB-418	26/01/2016	6.6 - Freedom to Speak Up Update	SP to consider staff representation in the Freedom to Speak Up process.	Executive Director of Standards and Compliance	18/3/16 – Staff representation in the Guardian Team is included in the approach. Implementation plan signed off at March Quality Committee. Action closed.	29/03/2016	18/03/2016
Active	PB-419	26/01/2016	7.1 - Charitable Funds Committee –Chairman’s report of the last meeting held on 5	To provide a clear work programme for the Charitable Funds Committee which should	Chairman of the Charitable Funds Committee		29/03/2016	

			November 2015	include plans to raise the profile of the charity, how to generate more income and clarity on what projects the charity would support.				