**Actions from the minutes of the Trust Board Meeting Held in Public**

**(Completed items will be shared for information and then removed for the subsequent meeting)**

| **Action Ref** | **Meeting date** | **Item Title and Action Required** | **Lead** | **Comments/progress update** | **Due Date** | **Status** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Actions Arising 2022-23 | | | | | | |  | |
| TB22.006 | 28 April 2022 | **Annual Corporate Governance Report**  A comprehensive review of the Trust’s Standing Orders & Standing Financial Instructions to be undertaken. | EDoF | A paper on delegated limits as part of the review is included on the agenda for the 27 July 2023 meeting for approval. Following approval work will be finalised for the Standing Orders/SFIs to be presented to Finance and Performance Committee then Board for approval. | ~~31 May 2023~~  28 Sept 2023 | Open | |
| TB22.078.7  and  BoD23/04/11.1 | 02 Feb 2023 and  27 April 2023 | **Significant Events and Lessons Learned**  Complaints and concerns response timescales, which were significantly higher in IUC. It was agreed that further work would be explored to gather the learning from IUC to share across the Trust.  In response to the Chair’s request, it was agreed that a report would be provided to a future meeting on the action plan in place to address the concerns with regards to the increased number of Serious Incidents. | DoQG&P  DoQG&P | A paper is included on the agenda for the 27 July 2023 meeting. | 31 May 2023 | **Completed** | |
| BoD23/04/9.4 |  | **Trust’s Draft Operational Plan 2023/24**  Trust Executives to meet in advance of the May 2023 Board meeting to discuss the specific requirements in order that a final version can be presented to the May 2023 Board meeting for approval, which was agreed. | CEO/Trust Executives | Completed. Meeting held with Trust Executive Group. Operational Plan 2023/24 updated and presented to 25 May 2023 meeting for approval. | 25 May 2023 | **Completed** | |
| BoD23/04/14.6 | 27 April 2023 | **Freedom to Speak Up Bi-Annual Report**  The Chair requested a further report is presented to the Board in the near future from the Chief Executive and director colleagues on the work that is being taken forward to address the concerns raised by staff. | CEO/  Directors | Included on plan for update report to be provided. | 26 October 2023 | Open | |