

YAS Trust Board Committee Action Log 2024-25							
Item No	Committee/ Group	Meeting Date	Action	Lead	Estimated Closure Date	Updates (When, Where, What)	Status
BoD24/05/19.2	PUBLIC	2024.07.25	<b>Audit and Risk Committee Chair's Report</b> David O'Brien to present all outstanding internal audit actions to senior leaders.	David O'Brien	TBC	Nov Update: Status reports were circulated to Directors via the Chief Executive and a report was brought to the Board of Directors in Private on 24 October 2024. The most recent data (20 November) demonstrates improvement: the number of outstanding actions has reduced from 26 to 12, with viable plans to reduce this further. Action Closed.	CLOSED
BoD24/07/5.3 & 5.5	PUBLIC	2024.09.26	<b>Patient Story</b> Julian Mark advised that the scripts for cardiac arrests in NHS Pathways can be reviewed and will discuss this at the Clinical Governance Group and to discuss the issues raised i.e. languages used.	Julian Mark	Nov-24	Nov Update: JM has requested an update and progress from Sandie Haigh to discuss at Remote Care CGG and report back	OPEN
BoD24/07/15.5	PUBLIC	2024.09.26	<b>Quality Committee Chair's Report</b> To discuss and address the management of controlled drugs and report back to Board with the support from Nick Smith, Dave Green and Sam Robinson.	Julian Mark	Nov-24	Nov Update: Progress ongoing, will provide further update and agenda item for Board on 30 January 2025	OPEN
BoD24/07/16.6	PUBLIC	2024.09.26	<b>Quality and Clinical Highlight Report</b> To ensure the right services go to the right patients, Dave Green will liaise with Julia Nixon, Associate Chief Operating Officer, to provide assurance to the Board in respect of any changes to categorisation.	Dave Green	Nov-24	Nov Update: Included on the agenda in Clinical and Quality Report	CLOSED
BoD24/07/16.7	PUBLIC	2024.09.26	<b>Quality and Clinical Highlight Report</b> Tim Gilpin agreed to include middle management and how to address controlled drugs in the People Committee forward plan for future discussions.	Mandy Wilcock	Nov-24	Nov Update: The Committee discussed its role in addressing this risk. It was agreed that Tim was to speak with Anne Cooper to differentiate the scope of responsibility that sits between People Committee and Quality Committee.	CLOSED
BoD24/07/19.5	PUBLIC	2024.09.26	<b>People and Organisational Development Highlight Report</b> Martin Havenhand expressed his concerns that only 76% of senior leaders have completed their PDRs. All Executives must provide a list of leaders who have not had their PDRs (and the reasons why) at the next Board.	Mandy Wilcock ALL	Nov-24		OPEN