

ITEM: 11/094
Doc: 02

Meeting: Trust Board
Date:

Title: Action notes arising from Part 1 of the Trust Board held on 22nd June 2011

Executive Summary: Action notes to be reviewed and updated. As agreed at the last board meeting, actions that require discussion have been highlighted and all others are taken as being in hand.

Action: For review

Report from: *Susan Sorensen, Corporate Secretary*

**The Whittington Hospital NHS Trust
Trust Board Action Notes 2011-12**

July 2011

This paper provides an update on progress on actions outstanding from 2010-2011 and April 2011 and identifies new actions arising from the latest meeting on 22nd June 2011.

All actions to November 2010 complete. Actions outstanding from December 2010 to June 2011 are set out below.

Ref*	Outstanding Action	Position as at July 2011
1101.2	Re patient safety strategy. Consider deadlines for full compliance on weekday and weekend consultant daily ward rounds and report back to Trust Board by April 2011 RJ (to be handed over to MdS)	On track for compliance on weekdays, currently at 90% with full compliance to be achieved very soon. Report back on weekend compliance in September 2011
1103.7	Review potential role of Chairman and CEO as champions of a campaign against harassment and bullying JL/YK/MB	Report to future TB. Following implementation of the new management structure, a review of the approach to handling bullying and harassment was under review with a plan for a relaunch in late summer.
1104.5	Re Haringey Adult Services. The issue of the decommissioning of Green Trees and the re-commissioning of rehabilitation services currently provided there needs to be taken up by the Whittington Health Board YK	Haringey working up tender process for the service. Whittington Health involved in discussions. As Islington are also relocating rehab beds from St Pancras, it was proposed that there should be a linked strategy development. Report to September TB when the position should be clearer.

Actions arising from Part 1 Trust Board 22nd June 2011

Ref*	Decision/Action	Timescale	Lead and support
Declarations of Interests			
1106.1	Declarations from new non-executive and executive board members to be completed and updated register to come to next board	July TB	SS
Matters arising from outstanding actions from 2010-11 (Doc 2)			
1106.3	Integrated acute and community BAF from 2011-12 to be developed following agreement of strategic objectives and risks at the July board seminar	September Audit and Risk Committee (ARC) and TB	BS

Ref*	Decision/Action	Timescale	Lead and support
Patient Safety: Medication safety initiatives (Doc 4)			
1106.4	Target for absolute number of high risk incidents to be set by Quality Committee for reporting back to board	September QC	SR/RJ
Strategy Framework (Doc 6)			
1106.6	Draw up schedule for seminar sessions, including a masterclass session on financial modelling	asap	SH/RM
1106.7	Develop communications strategy and formalise commitment to open debate in a letter to stakeholders		SH
Dashboard Report (Doc 7)			
1106.8	Continue development of the document for the ICO, highlighting risks and priorities in the narrative, and relating indicators to objectives in the strategy domain.	September TB	FS
Finance Report (Doc 8)			
1106.9	Provide a target trajectory for the achievement of CIP over the financial year	July TB	RM
Report on Patient Feedback (complaints and PALs) (Doc11)			
1106.10	Consider use of qualitative data including patient stories		BS
Review of Board process (verbal)			
1106.11	Highlight outstanding actions that are out-of-time or need to be discussed. All others to be taken as being in hand.	July TB	SS

Susan Sorensen
Corporate Secretary
19th July 2011