Meeting/Date	Agenda Item Reference (08B.#)	Agenda Item	Action Point	Owner	Due Date (if applicable)	Status	Comments/Update	
Mar-10	10B.041	Clinical Governance Committee: CRB Checks	A regular update to be provided at the Board Meetings. (**From March Board meeting**)	Roger Rawlinson	ongoing until completion	Closed	*Next update at May Board; forming part of the Corporate Performance Report, as a standing item on the agenda.*	
Jul-10	10B.075	Public Session / Chief Executive Report	The RCN has written to Trevor Jones as part of the CTLs Consultation which raises some issues and concerns. These will be responded to by the HR Director with the NJPF as part of the consultation feedback	Roger Rawlinson	September 2010 Board	Closed	The issues raised in the letter, as well as a series of further issues raised by staff side colleaguses and Board members at the Board/Staffside seminar on 13th September are addressed in the Board paper on the September agenda and in the accompanying presentation.	
Jul-10	10B.075	Public Session / Chief Executive Report	The Executive Team to take into consideration live and current feedback received by NEDs from staff during Operations Consultations. Historical feedback should be considered when looking at the lessons learnt from the exercise.	All	September 2010 Board	Closed		
Jul-10	10B.075	Public Session / Chief Executive Report	Chair to circulate feedback received from the Major Programme Board Seminar to Board members	Joanne Shaw	September 2010 Board	Closed	Feedback provided in July Board minutes	
Jul-10	10B.076B	Sickness levels	The Board requested that the Sickness Absence Management Graphs that are reported to the Board moving forward be translated from representing a percentage of sickness taken by each staff group into actual WTE numbers	Roger Rawlinson	September 2010 Board	Closed		
Jul-10	10B.079	Independent Review of the UK Response to the Influenza Pandemic	The Board would like to note to the NPFS Technology Board that it notes the report and that we are keen to see how these approaches can be applied more widely to improve peoples health outside of the pandemic, as we are working on this already with our Remote Assessment Project and if there is going to be a review we are happy to contribute more.	Ronnette Lucraft	September 2010 Board	Closed		
Jul-10	10B.081	Service Review Programme	As part of the Service Review Programme, the Chief Executive will review the sequencing of the service reviews in relation to Birmingham Own Health and WYUC, and for the report on the findings to brought to the Board Strategy Away days in October 2010	Helen Young	October 2010 Board	Closed	WYUC service review was subject to timescales being agreed,	
Jul-10	10B.081	Service Review Programme	The Board would be provided with a timetable of the Service Reviews detailing when the findings would be reported to the Board	Helen Young	September 2010 Board	Closed	On September agenda	
Jul-10	10B.018P	Private Session / Strategic Scenarios	The outputs from the Strategic Scenarios work would be reported back to the Board in September 2010	Ruth Rankine / Nick Chapman	September 2010 Board	Closed		
Sep-10	10B.083	Matters Arising	Homeworking success criteria to be provided to the Board	Roger Rawlinson	October 2010 Board	Closed		
Sep-10	10B.085 (1)	CE's Report - 111 Update	The North East pathfinder had gone live as a 111 site on 23 August 2010, although it had been operating in a soft launch capacity for much longer than that. The Board asked to see the activity and referral data for this pilot.	Ruth Rankine	October 2010 Board	Closed		
Sep-10	10B.086A	Corporate Performance - Finance report	The Trust was behind its planned surplus for the year to date by £652k predominantly due to lower contact volumes, a shortfall on locally commissioned services and an overspend on frontline staffing. It was planned that the Trust would achieve break-even by the end of the year and management actions were being taken to ensure this. The Board asked to be provided with more assurance on achieving this target particularly in view of the level of savings required and profiled in the latter half of the year.	Trevor Smith	October 2010 Board	Closed		
Sep-10	10B.086D	Contracts Framework update	It was noted that these grievances had been raised at the 10 Year People services awards and the Board asked to be provided with an update on what actions had been taken to resolve this.	Roger Rawlinson	October 2010 Board	Closed		
May-10	10B.056	Matters Arising / Francis Report into Mid Staffordshire NHS Trust	It was agreed that the Board should in future receive a twice yearly report on the number incidents raised under the Whistle Blowing policy.	Roger Rawlinson	Sept & March Board	Closed	Next one due in March	
Oct-09	N/A	Board Development	There was still room for improvement on the quality of papers, particularly front-sheets. The Executive would put a greater focus on this. There would be no tabled papers at Board meetings. Decisions should not be taken without a paper being circulated in advance. Presentations were acceptable where a decision was not required, could be given on the day of the meeting and did not require circulation in advance of the meeting.'	Nick Chapman	Oct 2010 Board	Closed	Discussion to take place at October Away Day	
Feb-10	10B.014	Core Contract Format: Innovation	The Board also asked that further work be done in benchmarking against similar organisation and the proportion of turnover invested in innovation. Tim Walton would provide non-executive leadership on this piece of work through the Innovation Committee.	Ruth Rankine	October 2010 Strategy Day	Closed	Discussed at October Strategy Day	
Mar-10	10B.032	Sickness levels	Number of cases resolved - a report to be provided to the Board on a regular basis.	Roger Rawlinson	ongoing	Closed	Added to Board's annual cycle for regular reporting. Standing agenda item, under Corporate Performance Report.	