

TRUST BOARD ACTION LIST FROM NOVEMBER 2010

Minute Point Reference	Details of action agreed	Action by whom	Timescale	Progress & Updates
TB44.10/10	Governance Framework for the Management of Charitable Funds – protected Board session on the role of the Corporate Trustee to be organised.	Director of Finance	27/10/2010 Revised date 8/2/2011	Update to be presented to the Trust Board in February 2011.
TB115.1/10	Performance Report Director of HR and OD to present a report to the Trust Board outlining an action plan in relation to the Trust's occupational health service.	Director of HR and OD	11/01/2011	To be on the agenda January 2011.
TB125/10	Chairman's Report Trust's response to Secretary of State in relation to FT and draft Communications Strategy to be circulated to Board Members.	Company Secretary	11/01/2011	Completed
TB128.1/10	Performance Report Quality metrics and clinical indicators being reviewed and updated information to be included within Performance Reports in February/March 2011.	Director of Nursing	8/2/2011	Work is in progress to expand the quality dashboard information.
TB130/10	Any Other Business 1. Slot availability for WCH in relation to Choose & Book to be further investigated. 2. Suitable ways of recognising 100% attendance by staff to be looked into.	Deputy Chief Executive/COO Director of HR	11/01/2011	Verbal update to be given in January 2011 meeting.