

**TRUST BOARD ACTION LIST FROM JULY 2011**

Minute Point Reference	Details of action agreed	Action by whom	Timescale	Progress & Updates
TB44.10/10	<b>Governance Framework for the Management of Charitable Funds:</b> 1. Protected Board session on the role of the Corporate Trustee to be organised.	Director of Finance	05/07/2011	Director of Finance to progress via the Charitable Funds Committee.
TB72/11	<b>Performance Report:</b> 1. To clarify data in relation to median wait numbers in A&E. 2. To present data relating to overtime and additional hours on a separate basis in future and also with year on year comparisons. 3. To present a report to the Board in September in relation to the Estates & Facilities Department.	Deputy CE/COO Director of HR  Director of HR/Director of Estates & Facilities	05/07/2011 05/07/2011 06/09/2011	Completed. Completed. Completed.
TB83c/11	<b>Workforce Report:</b> In relation to the appraisal data, the Director of HR explained that medical staff were not included and this would be added in future reports.	Director of Human Resources	4/10/2011	
TB84b/11	<b>Carbon Management Plan Update:</b> 1. To look into the proposed date of the Energy Awareness Week. 2. To provide periodic updates to the Board and to look at the Trust linking into other initiatives.	Director of Finance Director of Finance	06/09/2011 06/09/2011	Verbal update to be given at September 2011 meeting Verbal update to be given at the September 2011 meeting

<b>TB84e/11</b>	<b>Update on Single Equality Scheme:</b> 1. Board to receive a copy of the Equality & Diversity Annual Report.  2. The Governance and Quality Committee to monitor Equality and Diversity Action Plan	Director of Human Resources  Director of Human Resources	06/09/2011 Amended date 17/1/2012  22/11/2011	
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