

Matters Arising from the Minutes of the Trust Board Meeting held on 30 January 2017

| Minute no. | Action | Action by | Current Status |
|-------------------|--|------------------------------|---|
| 1. | General Business | | |
| 1.7 | Chairman's Report 1. To circulate a copy of a recent letter from the Chairman to all local Members of Parliament be circulated to all Board members. 2. To receive assurance that the potential impact on services as a result of shortages in the number of prison staff is listed on relevant local Risk Registers and that staff are not unduly being put at risk. | Barry Ray Andy Graham | Completed. The potential impact on services as a result of shortages in the number of prison staff is listed on relevant local Risk Registers at two prisons. Trust staff are trained to provide services to individuals on wings when required, such as when prisons are implementing a restricted regime. |
| 2. | Risk and Performance | | |
| 2.1 | Board Assurance Framework To discuss proposals to shorten the title of each risk in the Board Assurance Framework. | Frank Devoy / Barry Ray | Proposals for the use of shortened titles will be incorporated into the 2017 / 2018 edition of the BAF, which will be discussed at the Board Away Day in April. |
| 2.2 | Integrated Quality and Performance Report To circulate revised information on the number of admissions and discharges to all Board members. | Andy Graham | Completed. |
| 2.3 | Financial Performance: Month 9 (December) 2016 That a formal request for cash support be submitted to NHS Improvement in line with the Trust's Cash Flow forecast. | Simon Goodwin | Completed. |

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| 3. | Quality and Safety | | |
| 3.1 | Clinical, Quality and Safety Report To hold a discussion on sustainability funding for Project Future beyond the current financial year. | Mary Sexton / Paul Ryb | A discussion between Paul Ryb and Suchi Bhandari, the Trust's Lead for Project Future at the recent stakeholder event. |
| 4. | Governance and Assurance | | |
| 4.1 | Learning, Candour and Accountability – A review of the way NHS Trusts review and investigate the deaths of patients in England 1. The Trust should undertake regular audits of deaths reported from community services via Datix, to ensure that decisions in respect of the level of investigation required are recorded, robust and consistent. Audits and their learning will be reported via the Quality and Safety Committee and to commissioners. 2. Actions to ensure a more robust system for learning from Serious Incidents investigations and disseminating them be monitored via the Trust's governance framework. 3. To support the approach to be taken by the Care Quality Commission to improve the consistency of investigation of deaths at a national level, and the work to provide consistent definitions of natural, expected, and unavoidable death. 4. A further report to be submitted to the Trust Board following the publication of further information by the Department of Health. 5. A thematic report looking at best practice in other Trusts to be presented to the Quality and Safety Committee in July 2017. | Jonathan Bindman Jonathan Bindman Jonathan Bindman Jonathan Bindman Jonathan Bindman | Awaiting advice on the new reporting requirements which are due on or after 21 March. Reviews of learning from Serious Incidents to be included in the Serious Incident reports submitted to the Quality and safety Committee. Awaiting advice on the new reporting requirements which are due on or after 21 March. Awaiting advice on the new reporting requirements which are due on or after 21 March. Ongoing. |

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| 4.2 | Medical Director's Report To discuss Suicide Strategy at a Board Workshop. | Jonathan Bindman | Item added to the list of items to be considered for the 2017 / 2018 Board Workshop work programme to be agreed at the Board Away Day on 24 April. |
| 5. | Annual Reports | | |
| | Annual Equality and Diversity Report 2016 To schedule training for Board members on their responsibilities under the Equality Act 2010. | Mark Vaughan / Barry Ray | Training session held at the Board Workshop on 27 February. |
| | Trust and Charitable Funds Annual Report and Accounts Approved the following for signing and formal submission: <ul style="list-style-type: none"> • the 2015/16 Annual Report, • the 2015/16 Annual Accounts, and • the 2015/16 Letter of Representation | Michael Fox / Charles Waddicor | Completed. |