

Action Tracker 2021/22 - Public Section - 25 November 2021

	BoD Meeting Date	Public or Workshop Meeting	Agenda No.	Agenda Item	Action Required	Person Responsible	Committee	Date action to be addressed by	Comments
8	30 September 2021	Public	4	Patient Story	A recognition and thank you letter to be drafted OBO the Board to the Teams involved in this patients care	Jo Bray/ Linda Pollard	No	25 November 2021	Completed
9	30 September 2021	Public	9	CEO Report	A letter of congratulations to be drafted OBO the Board to the HR Teams re. achievement of the CIPD award	Jo Bray/ Linda Pollard	No	25 November 2021	Completed
10	30 September 2021	Public	10.1(i)	Blue Box - IPC Annual Report	Correct typo to describe the dates for a full calendar year within the Virology sector of the report – to read March 2021 and not 2020	Jo Bray	No	25 November 2021	Completed
11	30 September 2021	Public	10.3(i)	Blue Box - Violence and Aggression Annual Report	Report frequency to be amended to bi-annual	Jo Bray	QAC (FYI)	25 November 2021	Updated forward plan
12	30 September 2021	Public	10.5	DIT Ctte Chairs Report	A recognition and thank you letter to be drafted OBO the Board to the DIT team for the successful PAS upgrade(s)	Jo Bray/ Linda Pollard	No	25 November 2021	Completed
13	30 September 2021	Public	13.2	Clinical Quality Strategy	Five-Year Plan Document (which included a matrix of strategies) to be circulated to the Board in advance of the Timeout meeting on 21-22 October	James Goodyear	Board Timeout (Strategy)	21/22 October 2021	Completed
14	30 September 2021	Public	13.3	Leeds as an Anchor Institution	RW to liaise with JG re. contacts and shared learning opportunities with external sectors	Rachel Woodman/ James Goodyear	No	25 November 2021	Completed