

**Boards in Common (Public)
Action Log for 12.06.19 meeting**

Action Source, Date and Ref	Action	Lead	Target Closure Date	Current Position	Status
BIC 03.04.19/08	Write to CQC requesting that they re-inspect maternity and critical care at Southend	DS	01.05.19		open
BIC 03.04.19/10	Combine risks 4.2 and 4.6 into a new risk on the BAF	DS/EM	12.06.19 BIC	completed	proposed for closure
BIC 03.04.19/11	Review with the relevant executive the rating of those risks where the inherent risk is the same or less than the current risk	DS	12.06.19 BIC	completed	proposed for closure
BIC 03.04.19/12	Summary of the top risks rated 20 or above from each site CRR to be presented to the Boards in Common on a quarterly basis	DS	12.06.19 BIC	completed	proposed for closure
BIC 03.04.19/13	Include short and medium term milestones for actions in the MEHT improvement plan with an end date of more than 3 months and sort actions by status in future iterations of the progress report	DS/JF	12.06.19 BIC	completed - monitored by QCIC on ongoing basis	proposed for closure
BIC 03.04.19/14	Report on the use of the apprenticeship levy across the Group to the next meeting of the POD Committee	DH	May POD CIC	completed	proposed for closure
BIC 03.04.19/15	Circulate dates and details of Respect Training to all Board members and facilitate arrangements with the POD Team	AS/JDA/BS	30.04.19	completed - dates circulated to NEDs and special sessions arranged as requested	proposed for closure
BIC 03.04.19/17	Provide Board members with an evaluation of the treat and transfer pilot in due course	TA	30.06.19 TBC		open
BIC 03.04.19/19	Provide approved narrative that NEDs could use when discussing the clinical transformation and the merger with partner organisations	TA	30.04.19		open
BIC 03.04.19/20	Review glossary and explanatory notes within the IPR	NC	30.04.19	Glossary updated.	proposed for closure
BIC 03.04.19/21	Align assurance levels in the IPR with those used in the BAF	NC	30.04.19	Reviewed Assurance elements of IPR and have removed reference to assurance.	proposed for closure
BIC 03.04.19/22	Provide more analysis on the relationship between fill rate and quality of care at the next meeting	DS	12.06.19 BIC	completed - included in safer staffing report	proposed for closure
BIC 03.04.19/23	Outcome of Birth Rate Plus at the MSB Trusts to be presented to the next BIC meeting	DS	12.06.19 BIC	completed - on today's agenda	proposed for closure
BIC 03.04.19/24	Review minutes of today's BIC meeting to identify any topic that require referral to a CIC or SGF	AS/AT	13.04.19	completed	proposed for closure