Board of Directors **Action Log - Public Meeting**

Log number	Date of meetin	Agenda item	Item	Action	Lead Office	Deadline	Comment/ Feedback from Lead Officer	Action
2022								
14	14/07/22	124/22	IPR - Operational Summary	Request from the Chair for a review of the language/tone of voice used in patient letters, with a view to optimising communication with patients	ACOO / AMD	~~30/9/2022~~ 10/11/22	Update 13/10/22 - Action to remain open, pending a summary being provided at the next meeting once a sufficient range of patient letters had been reviewed, to determine whether the language/tone of voice required any amendment to reflect a more compassionate approach.	Open
15	13/10/22	182/22	Ockenden Report Action Plan Progress Report	Formal report to be provided to Board on the findings and actions from a piece of work commissioned to review all previous Maternity reports, in line with the plan agreed as part of the dscussion related to Ms Scolding's report (agenda item 176/22 of 13/10/22 meeting)	DoN	27/01/23	Note; the deadline quoted in the previous column is on the basis this will be presented at the BoD meeting in public on 9 February 2023 (there is no January meeting). To discuss/DoN to advise at November meeting if this deadline is feasible	Open