Board of Directors

Action Log - Public Meeting

Log number	Date of meetin	Agenda item	ltem	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	09/02/23	Update 10/11/22 - Action to remain open, with a revised deadline of 9 Feb 23 BoD meeting, following the establishment of a working group to review the content, tone, and information provided in all patient letters, to ensure they were both informative and that the wording/tone of voice reflected a compassionate approach. Verbal update to be provided under Matters Arising on 9/2/23	Recommend to close
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	27/1/2023 31/3/23	Update 10/11/22 - Report to be presented at the BoD meeting in public on 9 February 2023 (there is no January meeting). Request from Chair for this to be presented as a separate report. Update 17/1/23 - agreed with Chair for report to be presented at April 2023 meeting (no Public meeting in March)	Open (Not Yet Due)
16	08/12/22	245/22	Incident Overview Report	Plan to be brought to February Board meeting to address administrative process issue related to the alignment of bed occupancy reporting with actual occupancy	ACOO	09/02/23	Verbal update to be provided under Matters Arising on 9/2/23	Recommend to close
2023								