

BIRMINGHAM AND SOLIHULL MENTAL HEALTH NHS FOUNDATION TRUST
PUBLIC BOARD - ACTION SHEET – JANUARY & FEBRUARY 2015

Agenda Item No.	Topic	Action Agreed	Exec	Original Timescale	Revised Timescale	RAG	Comment
Sept 14 Item 6.2.2	Nurse Staffing Review Phase 2	Staffing report to IQC	SH	Nov 14	Jan 2015 Feb 2015		Presentation to Trust Feb 15. Complete.
Sept 14 Item 6.5.6	Homicide Investigation into the death of a child	Outcome of CE action plan in 6 months to IQC & Board	SH	Feb 15			Added to IQC March & April Public agenda.
Nov 14 Item 6.1.6	Quality Report	Staffing report to Jan Board	SH	Jan 15	Feb 15		Presented to Board Feb 2015 seminar session.
Dec 14 Item 6.2.4	SUCE recovery & inclusion	SH to review the complaints report format	SH	Feb 15			Complete.
Jan 15 Item 5.3	Chief Executives Report	Seminar Session on the election proposals for mental health services for discussion	CB, BGH	March 15			Added to March agenda. Complete.
Jan 15 Item 6.1.5	Quality Report	SH to obtain restraint data/ start process of collection of restraint data for reporting to Board & benchmarking	SH	March 15			More detailed data is included in this months Quality report.
Jan 15 Item 6.1.11	Quality Report	Board refers question of measurement of report to IQC to review	CB & SH	Feb 15			Referred to IQC 30/01/15.
Jan 15 Item 6.1.11	Quality Report	SH to report back to IQC on the effect of increase in staffing compared with incidents	SH	March 15			Complete. Incorporated in Safer Staffing presentation at TB February 2015
Jan 15 Item 6.1.11	Quality Report	Line graph to be introduced to report to show trend in staffing	SH	March 15			Now included in reports. Complete.
Jan 15 Item 6.1.14	Quality Report	Issue of not recording discussions in CPA be referred to clinical senate	PL	Feb 15			Added to April agenda. Complete.
Jan 15 Item 6.3.2	Whistleblowers report	Executive Team to take survey to whistleblowers & report back to Board	BGH	April 15			Not yet due.
Jan 15 Item 6.4.6	Performance report month 9	SB to resolve the indicator data accuracy issues	SB	March 15			Verbal report under Matters Arising March Board.
Jan 15 Item 6.4.7	Performance report month 9	report to IQC on the number of new referrals with no contact within 3 months to IQC	SB/ BGH	Feb 15			Discussed in IQC Feb 15, March verbal update given to March IQC. Complete.
Jan 15 Item 6.4.7	Performance report month 9	A report on the causes of delayed transfer of care to IQC	SB/ BGH	Feb 15			Discussed in IQC Feb 15, included in March Performance report.
Jan 15 Item 8.1.3	Confidentiality Policy	Board members approve the confidentiality policy	-	-	-		Complete

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Jan 15 Item 8.2.3	Data Quality policy	Board members approve the Data Quality policy	-	-	-		Complete
Jan 15 Item 8.2.4	Solihull CAHMs 0-18	Board members approved the Solihull tender	-	-	-		Complete
Jan 15 Item 9.1.2	Mental Health Legislation Committee report & draft January minutes to be circulated	Executive team review the line management of mental health administrators	CEO	March 15			SH & PL have agreed the management of the MH administrators through Louise McLanaghan. Complete.
Jan 15 Item 9.2.4	Birmingham Addictions Mobilisation report	BGH to ensure contact details for the new provider will be provided on Trust website & intranet site	BGH	Feb 15			Contact details on website. Complete.
Jan 15 Item 9.3.8	CPA Update	PL to review possible CPA ICT process/ & motivation of teams & report back to Board	PL	March 15			A meeting took place with Barry Henley, Pauline Swarbrick and Angharad Newbold and recommendations were made to improve the ICT support for monitoring CPA and Care support.
Feb 15 Item 3.1.2	Integrated Quality Committee report	MHL Committee to monitor outcomes and changes to audit process of DoLS & MCA	PL	April 15			Not yet due.
Feb 15 Item 3.1.4	Integrated Quality Committee report	Newbridge position statement report to IQC	BGH	March 15			Verbal report given to IQC March. Complete.
Feb 15 Item 3.2.4	Audit Committee report	Report on reporting reliability be received under matters arising at March Board	SB	March 15			Added to March agenda. Complete.
Feb 15 Item 4.1.3	Simon Stevens 5 year view	A discussion to take place at next Board Away Day to consider the Solihull model – what works and why and what could be transferred elsewhere. The CEO also to consider what might be gained by initiatives by Board members.	CB & CEO	April 15			Not yet due
Feb 15 Item 4.1.3	Simon Stevens 5 year view	A formal approach to be made formally to Birmingham Community Trust on joint working on the Moseley Hall site	TBC	TBC			TBC
Feb 15 Item 4.1.3	Simon Stevens 5 year view	An engagement exercise be planned with other health users of the Highcroft site before further work is done on	TBC	TBC			TBC

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		the business case for redeveloping in-patient services there					
Feb 15 Item 4.2	Dalton Review	No change to current strategy for growth is required	-	-	-		Complete.
Feb 15 Item 4.3.5	Kerslake review	AMHPs position statement to Board	BGH	April 15			Not yet due.
Feb 15 Item 4.3.5	Kerslake review	Housing position statement to Board	BGH	April 15			Not yet due.
Feb 15 Item 4.3.5	Kerslake review	Strategic discussion on Board Away day on housing	CB	April 15			Not yet due.
Feb 15 Item 4.3.5	Kerslake review	Invitation be extended to Director or Housing at BCC to attend next Board Away Day	CB	April 15			Not yet due.
Feb 15 Item 10.1	Future Topics	Invitation to be extended to Public Health to attend a Board future meeting	CB	TBC			TBC

Board Members/Attendees – Abbreviations

John Short (CEO)	Sue Davis (SD)	Dr Peter Lewis (PL)
David Boden (DB)	Sandra Betney (SB)	Sue Hartley (SH)
Sukhbinder Singh Heer (SSH)	Brendan Hayes (BGH)	Dr Nerys Williams (NW)
Joy Warmington (JW)	Barry Henley (BSH)	Waheed Saleem (WS)
Caroline Burgin (notes) CB		

RAG Red – overdue Green – Resolved Blue – Not yet due