

**Matters Arising/Outstanding from Trust Board Public Minutes
28 August 2014**

Action No.	Date First raised	Issue/Report	Action	Due Date	Responsible officer	Status at 28 August 2014
14.125	31.07.14	Schedule of Matters Arising	Signature of Board Chair required for Energy Performance Certificate contract, following Board ratification	ASAP	Dominic Sharp	Completed
14.126	31.07.14	Chief Executive's Report	Discussion to take place regarding call centre provision	ASAP	Sofia Colas / Kate Leach	Completed
14.126	31.07.14	Chief Executive's Report	Update on call centre response times progress to be provided for next Board meeting's Matters Arising schedule	28.08.14	Sofia Colas	Update is part of Chief Executive's Report submitted to this Board meeting
14.127	31.07.14	Quality Report	Annual Complaints Report to be considered at next Board meeting	28.08.14	Jennie Hall	On agenda
14.134	31.07.14	Workforce Performance Report	Paper on clinician revalidation targets to be brought to next Board meeting	28.08.14	Ros Given-Wilson	On agenda
14.136	31.07.14	Risk and Compliance Report including Board Assurance Framework	Full report on Fire Safety risk to next Board meeting	28.08.14	Eric Munro	On agenda for update, with full report to come to September Board meeting
14.137	31.07.14	Board certification statements	Discussion to take place to pick up any gaps in knowledge of sources of assurance	ASAP	Jennie Hall / Peter Jenkinson	Completed