

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
5 May 2016	267/16	Quality Report - a glossary of terms be provided with the report to increase the ease of understanding for members of the public.		Medical Director	7 June 2016	
5 May 2016	288/16	Monthly Nurse Staffing - The Board agreed that it would help to provide assurance if a Board development session could be planned to review the use of agency on and off framework.		Director of Nursing	20 June 2016	Planned for August
5 May 2016	310/16	Human Resources Performance Report - The Board asked that a report be prepared for the Finance, Service Improvement and Delivery Committee on the costs of the phases of international recruitment.		Director of HR and OD	26 July 2016	
5 May 2016	311/16	Human Resources Performance Report - Mrs Truscott noted that compliance with core training and appraisals was still adrift from target and asked that assurance on actions be brought to the Workforce and Organisational Development Committee.		Director of HR and OD	12 July 2016	
7 June 2016	334/16	Trust friends and family data could be compared nationally in the patient experience report.		Deputy Dir of Nursing	5 July 2016	

7 June 2016	339/16	<p>Patient Experience Report - More national benchmarking and a headline summary were needed. Details of evidence of learning should be included in the report. Further discussions around patient experience should be planned at a Board development session. Wider discussion of data could be introduced at locality forums.</p>		Deputy Dir of Nursing	5 July 2016	
7 June 2016	351/16	<p>Provisional dates be planned to allow the Board to review the STP</p>		Trust Secretary	30 June 2016	<p>Overtaken by revised arrangements. Agenda item in private. Complete.</p>
7 June 2016	385/16	<p>Attendance issues at workforce and OD Committee to be reviewed</p>		Trust Secretary	5 July 2016	
5 July 2016	405/16	<p>Patient Experience at Trust Board - The Director of Human Resources and Organisational Development highlighted the links that had been made between good staff engagement and better patient experience and asked how the Trust was linking up on this work. The Deputy Chief Nurse advised that this would be captured in the report for the August meeting.</p>		Deputy Chief Nurse	2 August 2016	