

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
1 Mar 2016	105/16	Quality Report - The Board was asked to consider the friends and family test information provided and feedback to the Director of Nursing what information the Board wanted to consider.		All	5 April 2016	Complete
5 May 2016	258/16	Patient Experience – The Board noted that Healthwatch was invited to present patient stories at some of the Lincolnshire CCG board meetings and responded that Healthwatch data needed to be integrated with the Trust data.		Deputy Chief Nurse	7 June 2016	To be picked up outside meeting. Complete
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	285/16	Monthly Nurse Staffing - It was agreed that the use of the red flags as an indicator would be reviewed.		Director of Nursing	7 June 2016	Complete
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 July
5 May 2016	310/16	Human Resources Performance Report - The Board asked that a report be prepared for the Finance, Service Improvement and Delivery		Director of HR and OD	26 July 2016	

		Committee on the costs of the phases of international recruitment.				
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	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.		Deputy Dir of Nursing	5 July 2016	
7 June 2016	351/16	Provisional dates be planned to allow the Board to review the STP		Trust Secretary	30 June 2016	Overtaken by revised arrangements. Agenda item in private.
7 June 2016	385/16	Attendance issues at workforce and OD Committee to be reviewed		Trust Secretary	5 July 2016	