

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
4 October 2016	660/16 & 662/16	Quality Report – it was agreed e-obs areas (improvements) and Pilgrim outliers (pressure ulcers) would be considered in more detail at the Quality Governance Committee.		Director of Nursing	1 November 2016	Complete
6 December 2016	879/16	Patient Experience – The Board asked that the caring for carers project be considered at a future meeting so that the Board could see how this had impacted.		Director of Nursing	9 May 2017	
7 th February 2017	082/17	Nurse Staffing Monthly report- Updated report regarding wider Lincolnshire recruitment initiatives to be provided to the Workforce and OD Committee		Director of Nursing	31 March 2017	Workforce and OD Committee 31 st March 2017 Complete
7 th March 2017	206/17	Freedom of Speak Up – flowchart to be developed to document the route that staff could take		Trust Secretary	30 April 2017	FTSU Policy being considered by Staffside will pick up as part of these recs. Complete
4 th April 2017	256/17	Improvements in improving catering standards to be overseen by Quality Governance Committee		Dir of Estates and Facilities	9 May 2017	
4 th April 2017	257/17	Confidence levels for response rates for complaints linked to therapies to be considered by		Director of Nursing	9 May 2017	

		Quality Governance Committee				
4 th April 2017	259/17	Arrange for Chairman to meet nurse mentioned in patient story		Deputy Chief Nurse (Boston)	9 May 2017	Nurse had not been identified. JN would continue to search. Complete
4 th April 2017	273/17	People Strategy to be presented to the Board.		Dir of HR&OD	9 May 2017	Complete
4 th April 2017	315/17	More simplified representation of attendance figures was requested in urgent care action plans		Director of Operations	9 May 2017	
4 th April 2017	316/17	Urgent care action plans to be overseen by FSID Committee		Director of Operations	9 May 2017	Considered at May meeting. Complete
4 th April 2017	332/17	Quality Governance Committee to review Quality and Safe Services entry in SRR/BAF		Mrs Owston	9 May 2017	
9 May 2017	349/17	335/17 Falls Prevention Project – Feedback from project to be brought to future Trust Board meeting		Director of Nursing	4 July 2017	
9 May 2017	361-17	Emergency Care – Quality Governance Committee to undertake a deep dive review into quality impact of the overnight closure of Grantham A&E		Mrs Owston	30 May 2017	
9 May 2017	366/17	Patient Experience – Increase in complaints received and overdue complaints to be included within the Patient Experience Report		Deputy Chief Nurse	6 June 2017	
9 May 2017	405/17	Integrated Performance Report – Ambulatory Care Model key measures to be included within the		Interim Director of Finance	6 June 2017	

		performance report				
9 May 2017	414/17	C.Diff cases to be discussed at the Quality Governance Committee following the spike in March 2017		Director or Nursing	30 May 2017	
9 May 2017	419/17	Contribution the vacancy targets made financially needed to be highlighted agreed that Workforce Report to link in more closely to future Finance reports		Director of HR and OD.	6 June 2017	
9 May 2017	422/17	Review on the decrease of NHS invoices during March and the result in cash flow to be undertaken		Interim Director of Finance	6 June 2017	
9 May 2017	450/17	Strategic Risk Register objectives to be clearly linked to an assurance Committee		Deputy Chief Executive	6 June 2017	Complete