

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
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 2017	Included within June paper. 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	To be picked up by QGC Chair.
4 th April 2017	257/17	Confidence levels for response rates for complaints linked to therapies to be considered by Quality Governance Committee		Director of Nursing	9 May 2017	To be picked up outside meeting by DoN. 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	This had been picked up in additional FSID reporting. 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	Considered at QGC June. Complete
9 May 2017	361-17	Emergency Care – Quality Governance Committee to undertake a deep dive review into quality impact of the overnight closure of		Mrs Owston	30 May 2017	Considered at QGC June. Complete

		Grantham A&E				
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	Included in June report. Complete.
9 May 2017	405/17	Integrated Performance Report – Ambulatory Care Model key measures to be included within the performance report		Interim Director of Finance	6 June 2017	
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	Considered at QGC in June. Complete
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	Reported to FSID. Complete
6 June 2017	472/17	Responses to friends and family data. Action taken to be included in the report		Deputy Chief Nurse	4 July 2017	
6 June 2017	485/17	Framework for ward assurance/golden hour to be shared with Quality Governance Committee		Director of Nursing	27 June 2017	
6 June 2017	496/17	QGC Chair to arrange meet with Chairs of Lincolnshire Safeguarding Boards.		Mrs Owston	1 August 2017	
6 June 2017	501/17	Quality and Safety Improvement plan final version to be brought to TB in July		Director of Nursing	4 July 2017	Agenda. Complete

6 June 2017	513/17	QGC to seek assurance on cleaning standards across sites		Mrs Owston	27 June 2017	
6 June 2017	520/17	NHSI Cost improvement best practice model to be circulated to Non Exec Directors		Int Dir of Finance & Corporate Affairs	4 July 2017	
6 June 2017	538/17	Mitigating actions in relation to workforce risks to be reviewed in SRR		Dir of HR & OD	4 July 2017	