

**PUBLIC TRUST BOARD ACTION LOG**

<b>Trust Board date</b>	<b>Minute ref</b>	<b>Action agreed</b>	<b>Add to TB planner</b>	<b>Lead Director</b>	<b>Completion date</b>	<b>Date cleared</b>
4 <sup>th</sup> April 2017	256/17	Improvements in improving catering standards to be overseen by Quality Governance Committee  <b>Investigating this with our FFT providers we are able to clarify that this was as a result of the way words were grouped in the sentiment analysis and that this was a misleading sentiment report. We have rectified this in subsequent report</b>		Dir of Estates and Facilities	9 May 2017	Complete
4 <sup>th</sup> April 2017	332/17	Quality Governance Committee to review Quality and Safe Services entry in SRR/BAF		Mrs Owston	9 May 2017	Considered at QGC. Directors to refresh. 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	

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	QGC considered in July. Agenda item TB Complete
6 June 2017	496/17	QGC Chair to arrange meet with Chairs of Lincolnshire Safeguarding Boards.		Mrs Owston	1 August 2017	
6 June 2017	513/17	QGC to seek assurance on cleaning standards across sites		Mrs Owston	27 June 2017	Deep dive agreed
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	Complete
6 June 2017	538/17	Mitigating actions in relation to workforce risks to be reviewed in SRR		Dir of HR & OD	4 July 2017	
4 July 2017	606/17	FSID Committee to review international recruitment process.		Mrs Ponder	31 October 2017	