

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
23 February 2018	156/18	Corporate Risk Registers to be updated at the Assurance Committees		Committee chairs	29 March 2018	Complete
23 February 2018	163/18	Patient Experience Data to be included within the board reporting		Director of HR and OD	29 March 2018	IPR still under revision
29 March 2018	254/187	Highlight general themes within the Performance Report on Quality and Safety and report to Quality Governance.		Medical Director	27 April 2018	IPR still under revision
29 March 2018	264/18	Mrs Ponder questioned whether data is included from Louth Hospital, as it is often absent from Reports. The Interim Chair confirmed that a consistent approach needs to be undertaken to agree which data is included.		Deputy Chief Nurse	27 April 2018	Complete
27 April 2018	355/18	Paediatric Service The Interim Chair summarised that the further information which the Board were requesting was details on the acuity of the patients, the pathways for patients, the impact for patients in the community and how these could be kept at home, different approaches for recruitment and the risks around increased use of agency and locum doctors.		Medical Director	25 May 2018	Complete
25 May 2018	402/18	Paediatric Service Full contingency and implementation plan to be developed to provide the Board with assurance.		Medical Director	29 June 2018	Complete
25 May 2018	428/18	Paediatric update in July to include further assurance on the impact on staff, how many		Chief Operating Officer	27 July 2018	Agenda item

		vacancies and bed bases at Grantham and Nursing capacity				
29 June 2018	527/18	Medical Optimisation Committee to continue to monitor the position with the Lincoln Aseptic Pharmacy.		Medical Director	27 July 2018	
29 June 2018	548/18	Directors to ensure there is appropriate representation from Directorates at the Workforce and OD Committee		Executive Directors	27 July 2018	Revised ToR being developed
29 June 2018	555/18	Assurance on Agency Reduction Plan to be detailed within the new committee governance structure arrangement		Trust Secretary	27 July 2018	Revised ToR and work programmes being developed
29 June 2018	565/18	Issues relating to Junior Doctors to be added to the Risk Register		Medical Director	27 July 2018	
29 June 2018	579/18	Further consideration of how the Board would review the details of where the Trust is with FEP and the progress against delivery.		Director of Finance, Procurement and Corporate Affairs	27 July 2018	
29 June 2018	610/18	COO to provide the Trust Secretary with the additions to Board planner in relation to Junior Doctors Position and operating capacity		Chief Operating Officer	31 st August 2018	
29 June 2018	611/18	Timeline for strategic development to be added to forward plan		Trust Secretary	31 st August 2018	
29 June 2018	612/18	Quality Matrons to be invited to Trust Board to provide feedback of their exposure within the Trust and their findings		Director of Nursing	31 August 2018	