

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB plan ner	Lead Director	Completion date	Date cleared
30 November 2018	1052/18	R&D update paper be presented to the Board at a future meeting.		Medical Director	2 April 2019	Agenda Item Complete
30 November 2018	1077/18	Board should hear a staff story from a Nurse Associate in the Spring.		Director of HR & OD	2 April 2019	
30 November 2018	1084/18	It was agreed that the action plan to support the Board FTSU self assessment would be monitored through the WOD Committee and Board updates on FTSU.		Trust Secretary	2 April 2019 Amend to 7 May 2019	This will be presented as part of the regular quarterly reporting on FTSU in May.
7 January 2019	048/19	Site focus should not be lost with the move to TOM. Individuals with site responsibility would be identified		Chief Executive	5 February 2019	Covered during Board Dev discussion. Individual with site oversight within corporate team. Complete
7 January 2019	065/19	Update in relation to buddying arrangements with Northumbria		Deputy Chief Executive	2 April 2019	Agenda item private board. Complete.
7 January 2019	066/19	It was agreed that the operational plan actions would be brought back to the March Board fully populated		Acting Director of Finance and Procurement	5 March 2019 Deferred to April	
5 February 2019	119/19	Development of better community based services for children. The CCG had put in place an additional physiotherapy service and an update		Chief Executive	5 March 2019	Update provided. Complete

		from the CCG on this service would be requested for the Board.				
5 February 2019	121/19	Paediatric Service Model – Report demonstrating how plans in place would become business as usual for the Trust		Medical Director	5 March 2019	Complete
5 February 2019	126/19	Paediatric Monitoring and Assurance Report to move to reporting to QGC after March Board with quarterly reports to Board thereafter.		Medical Director	5 March 2019	Complete
5 February 2019	137/19	Urgent Care Improvement Programme - The Chair requested further information for the Board about what can be provided with the resources the Trust have and what is needed and oversight on how the Trust intend to support the plans.		Chief Operating Officer	5 March 2019	Complete
5 February 2019	161/19	The Director of Nursing to review the link with Estates work to QIA and set up a task and finish group.		Director of Nursing	5 March 2019	Group established. Complete
5 February 2019	176/19	Health watch representative requested information on how waiting times had improved for patients under the T&O trial. COO to provide.		Chief Operating Officer	5 March 2019	Complete
5 February 2019	178/19	Further paper to be presented to Board on T&O trial detailing greater information on patient experience through to income within business case		Chief Operating Officer	2 April 2019	
5 February 2019	192/19	The Director of Nursing asked the Board to note there could be an issue with the data within the IPR report in relation to fill rates and she would review and report back to the Board.		Director of Nursing	5 March 2019	Review complete. Data is accurate. Areas over 100% relate to escalation beds or enhanced care. Complete
5 March	254/19	The Chief Operating Officer will work with the		Chief Operating	2 April 2019	

2019		Charis of FPEC and QGC to determine reporting requirements		Officer		
5 March 2019	247/19	Review timeline for completion of Quality Account, Annual Report and True North		Trust Secretary	2 April 2019	
5 March 2019	350/19	Review due dates for estates risks on register		Dir Estates and Facilities	2 April 2019	