

## PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
5 May 2016	288/16	Monthly Nurse Staffing - The Board agreed that it would help to provide assurance if a Board development session could be planned to review the use of agency on and off framework.		Director of Nursing	20 June 2016	Planned for August but deferred. To be rearranged.
7 June 2016	385/16	Attendance issues at workforce and OD Committee to be reviewed		Trust Secretary	5 July 2016	To be discussed at Oct meeting.
6 August 2016	485/16	Quality Report - The Deputy Chief Nurse agreed to ask the Infection Prevention Control team to produce a plan to improve submission rates for the data. This would be monitored by the Quality Governance Committee.		Deputy Chief Nurse	4 October 2016	
6 August 2016	558/16	Emergency Care - Quality Impact Assessment to be shared with members of Quality Governance Committee and Equality Impact Assessment shared with Workforce and OD Assurance Committee		Chief Operating Officer	4 October 2016	
6 August 2016	559/16	Emergency Care – Headline messages from KPis to be presented to October Trust Board meeting		Chief Operating Officer	4 October 2016	
6 August 2016	561/16	Emergency Care –Report to be produced on a review of fragile service areas. To be considered by Quality Governance then to Trust Board		Chief Operating Officer	25 October 2016	

6 August 2016	579/16	Patient Experience - Medication incidents for Grantham to be considered further at Quality Governance Committee		Director of Nursing	4 October 2016	
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