

**PUBLIC TRUST BOARD ACTION LOG**

<b>Trust Board date</b>	<b>Minute ref</b>	<b>Action agreed</b>	<b>Add to TB plan ner</b>	<b>Lead Director</b>	<b>Completion date</b>	<b>Date cleared</b>
27 July 2018	734/18	Review of Sepsis Data inconsistencies within the Integrated Performance Report.		Director of Nursing	30 December 2018	Discussed at QGC Jan meeting. Complete
31 August 2018	840/18	The Director of Finance and Procurement agreed to review the criteria for the ratings on the actions on the operational plan for when the report was presented in November.		Director of Finance, Procurement	30 November 2018	Received at January Trust Board meeting. Complete
28 September 2018	904/18	Guardians of Safe Working Reports (covering all 3 sites) to be brought before the Board, together with the next available Jnr. Doctors survey.		Director of HR and Organisational Development	26 October 2018	Update on assurance provided in WOD&T Upward report
28 September 2018	911/18	Update on the identification of statutory obligations with regards to the Estates Strategy		Director of Estates and Facilities	5 March 2019	Consideration at extra-ord FPEC meeting.
26 October 2018	1018/18	The Director of Estates and Facilities to meet with Mrs. Mayer to discuss opportunities to build on the success of George's garden.		Director of Estates and Facilities	7 January 2019	Meeting rearranged.
26 October 2018	1041/18	Chief Executive to report back to the Board on issues resulting from the NHSI 90 day retention project report		Chief Executive	7 January 2019	Update on ongoing actions

						provided at Jan meeting. Complete
30 November 2018	1140/18	Consideration would be given to how communication with staff in the paediatric service could improve as inconsistent messaging had been reported.		Medical Director	7 January 2019	Update provided at Jan meeting. This would continue to be focus for task and finish group. Complete
30 November 2018	1143/18	Work was needed to reduce the time children attending Pilgrim A&E spent in the department. A review of this was being completed by the Director of Nursing		Director of Nursing	7 January 2019	Work ongoing. Additional triage for children. Additional paediatric competencies.
30 November 2018	1052/18	R&D update paper be presented to the Board at a future meeting.		Medical Director	April 2019	
30 November 2018	1060/18	Further update on the effectiveness of the trauma and Orthopaedics trial would be provided to the Board at its meeting in February.		Chief Operating Officer	5 February 2019	Agenda item. Complete
30 November 2018	1066/18	An update on the winter plan would be provided which reviewed the Trust's performance over the Christmas period.		Chief Operating Officer	7 January 2019	Update provided at Jan meeting 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 come back to the Board as part of the quarterly updates on FTSU.		Trust Secretary	5 February 2019	Agenda item
7 January 2019	021/19	Oversight of violent incidents involving staff to be considered by FPEC as part of its review of data and dashboard		Mrs Ponder	5 March 2019	
7 January 2019	022/19	Data on training in de-escalation and restraint to be provided confirming that all staff who required the training are compliant		Dir of HR & OD	5 February 2019	
7 January 2019	028/19	Disconnect between the Paediatrics Program risks and Corporate Risk Registers the Task and Finish Group be charged with reviewing the matter.		Medical Director	5 February 2019	
7 January 2019	039/19	The focus on CQC actions should move from assurance to accountability. It was agreed that a review of the governance arrangements would be conducted.		Chair	5 February 2019	
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	
7 January 2019	056/19	RAG ratings within IPR to be reviewed as these did not correlate with data		Acting Director of Finance and Procurement	5 February 2019	
7 January 2019	065/19	Update in relation to buddying arrangements with Northumbria		Deputy Chief Executive	5 March 2019	
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	