

## PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB plan ner	Lead Director	Completion date	Date cleared
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.  Still work in progress. Revised reporting to November meeting. Date to be amended to November 2018		Director of Finance, Procurement and Corporate Affairs	30 November 2018	Revised report considered and accepted in private session at November meeting. Action Complete
27 July 2018	734/18	Review of Sepsis Data inconsistencies within the Integrated Performance Report.		Director of Nursing	30 December 2018	Update to be provided in January
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 and Corporate Affairs	30 November 2018	Report deferred to January Trust Board meeting
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	Back to TB February after Guardians attend January WOD&T meeting
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	

28 September 2018	957/18	To give consideration to advising the regulators that capital spending remained below plan.		Director of Finance, Procurement and Corporate Affairs	26 October 2018	Agenda Item Complete
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	
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	
26 October 2018	1066/18	Care Hours Per Patient Day: Comparative figures, benchmarks and context to be added to future reports		Director of Nursing	30 November 2018	Included in the most recent establishment review. Action complete
26 October 2018	1069/18	Risk register to be updated to reflect the risks associated with the Trust's cash position		Director of Finance, Procurement and Corporate Affairs	30 November 2018	Complete
26 October 2018	1076/18	Draft priorities to be revisited to ensure that the objectives included in the BAF were appropriate		Deputy Chief Executive	30 November 2018	Draft 2019/20 priorities updated following Board dev session. Action Complete
26 October 2018	1080/18	Final amendments to be made to Terms of Reference before they are shared more widely.		Trust Secretary	30 November 2018	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	
30 November 2018	1143/18	Work was needed to reduce the time children attending Pilgrim A&E spent in the department. A		Director of Nursing	7 January 2019	

		review of this was being completed by the Director of Nursing				
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	
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	
30 November 2018	1073/18	Developing Workforce Safeguards" document published by NHS Improvement and the recommendations and requirements to support informed, safe and sustainable workforce discussions. The Board asked that consideration of the recommendations be added to the Board forward planner.		Trust Secretary	7 January 2019	Complete
30 November 2018	1077/18	Board should hear a staff story from an Associate Nurse 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	