

Board of Directors Item 10

Updated 27 01 15

action log

No.	Agenda Item	Action	By Whom	Progress	Board review	Note
January 2015						
1	4. SHO Cover – short and medium term plans	Medical Director to update BoD in March 2015	GNR		March 15	
2	5. QGF – MIAA Review of compliance	Quality Committee to review progress and update self-assessment in 6 months' time	LC / SP		n/a	Report to BoD via Quality Committee BAF Key Issues after July 15
3		Clarify recommendation on need to improve engagement with clinicians	SP		n/a	Quality Committee review
4	6. 6 monthly review of nursing workforce	Workforce and OD Plan to be considered by BoD in July	DH		July 15	
5	12 CEO's Report	Schedule discussion on cardiology strategy for BoD Strategy Day 24.2.15	DH	Actioned	Feb 15	
6	13 Board dashboard	Quality Committee to review increase in number of in-hospital deaths during December 2014	LC / SP		n/a	Report to BoD via Quality Committee BAF Key Issues
7		Review falls target for 2015/16	SP		March 15	Incorporate into 2015/16 annual plan
8		IPC to explore drivers for use of agency staff and evaluate forward recruitment process.	DH		April 15	Report to BoD via IP Committee BAF Key Issues
9	15. Q3 Monitoring return	Amend narrative to Monitor to reflect Q4 risks to compliance with RTT	DJ	Actioned 30.1.15	n/a	
10	16. Update on Clinical systems training	Provide update to IPC in July 2015	DH		n/a	Report to BoD via IP Committee BAF Key Issues

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11	17.Fit and Proper Persons Requirements	Complete actions including audit of personal files	LL/NL		n/a	Any gaps to be considered by Chairman and action as necessary
12	25.3 Charitable Funds Committee	Report for BoD on Fundraising strategy and recommendations for structure of charity	DB (DJ/LL)		March 15	
13		Timetable for annual report and accounts to be aligned to that for LHCH annual report and accounts	DJ		n/a	Requires agreement with Grant Thornton
14	27. Quarterly Review of BAF	Update BAF to reflect downgrading of Risk 7 from red to amber	LL	Updated BAF circulated to BoD 1.2.15	March 15	
November 2014						
15	7.2 CQC – Preparing for new Inspection Process	Arrange workshop for Governors to consider how they will triangulate intelligence gathered from walkabouts, internal networks and discussions at CoG Quality Group.	SP		n/a	Feedback to CoG in March 15
16	7.4 Multi Drug Resistant Organisms	Long term strategy for managing multi drug resistant organisms to be developed	GNR		After March 15	
17	9.1 Single Equality Scheme Update	Equality Monitoring Report to be aligned to financial year	DH		April 15	