

Board of Directors

Item 10

Updated 28 04 15

action log

| No. | Agenda Item | Action | By Whom | Progress | Board review | Note |
|-------------------|--|--|---------|----------|---|--|
| April 2015 | | | | | | |
| 1 | 3.1 SHO action plan and Deanery visit | Prepare action plan for – next steps – medical workforce plan and medical education strategy (aligned to People Strategy) | GNR | | July 2015 | |
| 2 | 4.1 Financial Plan 2015/16 | Update to reflect feedback received from Monitor on draft plan | DJ | | | |
| 3 | | Quality Committee to undertake a review of claims | SP/LC | | n/a | Report to BoD via BAF key issues |
| 4 | | IPC to review progress with SLR in July 2015 | DJ/MS | | n/a | Report to BoD via BAF key issues |
| 5 | 4.2 Resource Plan 2015/16 | Clarify financial impact of interim plan (outsourcing) and provided assurance on level of investment needed to meet recurrent activity (as opposed to backlog) | TW | | May 2015 | TW – oral update 26.5.15 |
| 6 | 4.3 Operational Plan | Update to reflect Board discussion (minute 4.3) and submit by 14.5.15 | DH | | n/a | Copy of final submission to be circulated to Board members |
| 7 | 5.2 RTT Action Plan and Forward Trajectory | Collate and report feedback from patients and clinicians in relation to outcomes and experience of referrals to Stoke / UHSM | TW | | May 2015 onwards for duration of interim plan | TW – oral update 26.5.15 |
| 8 | Finance Report for period ended 31.3.15 | Include trend analysis for expenditure on agency staff in future reports | DG | | May 2015 and ongoing | |
| 9 | | Implement plan to improve management of debtors | DJ | | n/a | Impact will be evidenced in future finance reports |

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|----------------------|--|---|---------|----------|-------------------------------|---|
| 10 | 6.1 Board Assurance Framework 2015/16 | New risk management policy to be reviewed by Audit Committee for consideration by BoD | MJ | | May 2015 | |
| March 2015 | | | | | | |
| 11 | 3.2 Response to 'Freedom to Speak Up' | Refresh Raising Concerns Policy | DH | | July 15 (Via CEO's Report) | CEO to appoint 'Freedom to Speak Up' guardian |
| 12 | 3.4 ECS Framework | Report on ward assessments to BoD | SP | | July 15 | |
| 13 | 4.6 Cardiology 5 year plan | Develop Clinical Strategy (Surgical and Respiratory Plans) for review by BoD by Summer 2015 | DH | | July 15 | BoD discussion scheduled 23.6.15 |
| January 2015 | | | | | | |
| 14 | 6. 6 monthly review of nursing workforce | People Strategy to be considered by BoD in July | DH | | July 15 | BoD discussion scheduled 16.6.15 |
| November 2014 | | | | | | |
| 15 | 7.4 Multi Drug Resistant Organisms | Long term strategy for managing multi drug resistant organisms to be developed | GNR | | July 15 | |
| 16 | 9.1 Single Equality Scheme Update | Equality Monitoring Report to be aligned to financial year | DH | | May 15 | |