

## Board of Directors (Public)

### Item 10

Updated 28 07 15

**action log**

| No.              | Agenda Item                    | Action   | By Whom      | Progress | Board review | Note   |
|------------------|--------------------------------|--|--------------|----------|--------------|--|
| <b>July 2015</b> |                                |  |              |          |              |  |
| 1                | 1. Reflective Practice         | Quality Committee to monitor i) compliance with documentation standards following radiological alerts (medical staff)<br>ii) improvement plan for VTE assessment | RAP / SP /LC |          | Oct 15       | Report on progress via BAF key issues  |
| 2                | 3.3 Patient survey action plan | Quality Committee to review target for 'Home for Lunch' and evaluate impact of discharge lounge (including patient and staff experience)                         | SP           |          | Nov 15       | Report on progress via BAF key issues  |
| 3                | 3.4 DoLs Report                | Future reports to include data on number of applications reviewed  | SP           |          | Oct 15       | Actioned.  |
| 4                | 4.3 New Models of Care         | Ensure engagement plans in place around stakeholder feedback and development of new models of care   | DH           |          | Oct 15       | Plan developed and shared with the Operational Board for feedback. Plan to be considered by the BoD November 2015. |
| 5                | 5.4 Finance Report             | CEO to update BoD on rapid decisions linked to ensuring equitable and transparent pay rates for additional hours via Friday e mail briefings                     | JT           |          | N/a          |  |
| 6                | 6.2 Governance Manual Review   | Action updates and issue communications to staff   | LL           |          | N/a          |  |
| 7                | 6.7 External Review of EPR     | Circulate management response and action plan to BOD   | DJ           |          | N/a          |  |
| <b>May 2015</b>  |                                |  |              |          |              |  |
| 8                | 5.1 Board                      | Complete work on   | DH           | Work in  | Oct 15       | Report to BoD via  |

| No.                  | Agenda Item                             | Action  | By Whom | Progress  | Board review | Note   |
|----------------------|---|---|---------|---|--------------|--|
|                      | Dashboard                               | QIAs and report to Quality Committee  |         | progress reviewed at Quality C'ttee July 15 – follow up review Sept 15                                  |              | BAF key issues   |
| 9                    | 5.3 Finance report                      | IPC to focus on CIP delivery – deep dive with divisional teams rescheduled to Oct 15        | DJ      |   | Oct 15       | Report to BoD via BAF key issues   |
| 10                   | 6.1 External auditor's Report           | Strengthen assurances on going concern for 16/17 planning round                             | DJ      |   | March 16     |  |
| <b>April 2015</b>    |   |   |         |   |              |  |
| 11                   | 4.1 Financial Plan 2015/16              | IPC to review progress with SLR in July 2015  | DJ/MS   | Update timeframe – IPC to review in Oct 15  | Oct 15       | Also to consider alongside NCBC benchmarking data - Report to BoD via BAF key issues               |
| 12                   | Finance Report for period ended 31.3.15 | Implement plan to improve management of debtors   | DJ      |   | ongoing      | Impact will be evidenced in future finance reports   |
| <b>March 2015</b>    |   |   |         |   |              |  |
| 13                   | 3.4 ECS Framework                       | Report on ward assessments to BoD   | SP      |   | October 15   | Rescheduled from July to October (LL).<br><br>Main agenda item 3.2 refers.                         |
| 14                   | 4.6 Cardiology 5 year plan              | Develop Clinical Strategy (Surgical and Respiratory Plans) for review by BoD by Summer 2015 | DH      | Timeframe reviewed to allow establishment of new Divisional teams                                       | 16 Feb 2016  | BoD has invited Divisional Triumvirate Teams and Clinical Leads to attend BoD strategy day 16.2.16 |
| <b>November 2014</b> |   |   |         |   |              |  |
| 15                   | 7.4 Multi Drug Resistant Organisms      | Long term strategy for managing multi drug resistant organisms to be developed              | RAP     | Outline plan to Quality Committee July 2015 – develop into business case to inform 16/17 Planning round | Nov15        |  |