

**Board Action Log**

Agenda item	Action	Actioned by	When	Progress
<b>28 September 2015</b>				
9.5 Minutes of the previous meeting	The Board further discussed accountability for delivery of the plan and was advised that the directorate teams were accountable to the Clinical Director and through the performance review process. The Board would discuss accountability at a future Board Seminar'.	Director of Corporate Affairs	January 2015	Will be discussed in scoping of capacity, skills and governance reviews and at Board Seminar in early 2016
9.14 Reports from Board Committees and Programme Boards - EPR	The Board discussed the roll-out plan and its key deliverables and the Medical Director advised that a report would be made to the Board in November.	Medical Director	December 2015	Agenda item 21 <sup>st</sup> December
<b>4 November 2015</b>				
11.2 Patient Story – Fractured Neck of Femur Service	It was agreed that investment in the orthogeriatric service would be reviewed and managed through the business planning process. The Chairman asked for a progress update to the Board in 3 months' time.	Medical Director & Director of Corporate Affairs	March 2015	Update in March
11.3 Opportunity for members of the public to ask questions	The Board noted that the new Clinical Director for Abdominal Surgery and Medicine had been appointed and was due to start on 1 December 2015; and agreed that a report should be brought back to Trust Board on 21 <sup>st</sup> December, which should include developments in the specialty of Digestive Diseases, a summary of the work of the Clinical Oversight Group, together with updates on Consultant recruitment and Staff and Associate Specialist (SAS) doctors.	Chief Operating Officer & Medical Director	December 2015	Agenda item 21 December
11.8 Annual Plan Quarter 2 Review	The Deputy Chief Executive suggested that as part of the Board Assurance Framework the Board should have a session on how reporting is perceived. It was agreed that she would discuss this further with the Director of Corporate Affairs.	Deputy Chief Executive & Director of Corporate Affairs	January 2016	Performance report further refined and Board performance reporting will be incorporated in review of governance

30 November 2015				
11.29 Chief Executive's Report	The Board discussed the apparent recent increase in mortality as measured by the Summary Hospital-Level Mortality Indicator (SHMI) and the Chief Executive noted that a case notes review was being undertaken as discussed at the Quality and Risk Committee and which would be reported to its next meeting. The Chief Executive further advised that the latest SHMI data would be received shortly, which would provide further trend data	Deputy Medical Director	January 2016	Agenda item – Quality and Risk Committee
11.30 Board Performance Dashboard	As discussed at the previous Board meeting, the report into the breaches of the 12 hour Accident and Emergency standard, which had been reported and investigated as a Serious Incident, would be circulated to Board members.	Chief Operating Officer	December 2015	Completed
11.30 Board Performance Dashboard	The Chief Nurse suggested that it would be useful for the Board to discuss with the Hospital Rapid Discharge Team (HRDT) discharge arrangements and challenges.	Chief Nurse	Completed	Agenda item 21 <sup>st</sup> December
11.30 Board Performance Dashboard	The Board also discussed potential financial penalties linked to under-performance and it was agreed that the Chief Operating Officer would circulate information regarding this.	Chief Operating Officer	December 2015	Completed
11.30 Board Performance Dashboard	The Chief Executive further advised that the Emergency Care Intensive Support Team (ECIST) would welcome the opportunity to talk to the Board and it was agreed that this would be scheduled.	Director of Corporate Affairs	January 2016	Agenda item. January Board
11.32 Safer Nursing and Midwifery Staffing	The Board discussed the number of leavers and the Chief Nurse agreed to report to a future Board meeting on the analysis being undertaken.	Chief Nurse	December 2015	Agenda item
11.32 Safer Nursing and Midwifery Staffing	The Board further discussed workforce planning for nurses, midwives and other staff and agreed that a report on workforce modernisation would be submitted to the Board in the New Year.:	Deputy Chief Executive	March 2015	Board Seminar in March
11.36 Board Assurance Framework	The Board discussed the BAF and agreed that the definition of the risks should be reviewed and sharpened to ensure that they fully reflected the	Director of Corporate Affairs	January 2016	Agenda item. January Board

	priorities and risks agreed by the Board and defined in the Turnaround Programme.			
11.38 Reports from Board Committees and Programme Boards	The Board noted the report from the Quality and Risk Committee and agreed that the roles of the Board Committees would be reviewed to ensure an appropriate balance in the business of the Committees	Chairman and Director of Corporate Affairs	January 2016	Proposal will be implemented in January 2016
11.38 Reports from Board Committees and Programme Boards	It was agreed that the report to the Board in December would include progress against the business case assumptions	Medical Director	December 2015	Agenda item