

## Action Log prepared for the Board meeting held in public on 27 January 2016

Ref	Paper/Agenda Item Ref	Board meeting Date action arose	ACTIONS	Resp	Date Due	Progress	RAG
5 (e)	Chairman's Report	June 2015	Show Nursing & Midwifery Conference video to the Board at the next opportunity.	<b>DB</b>	15.12.15	NEDs to contact DB to view video. Next N&M conference is on 13.5.16.	
10.2	Questions from Public	July 2015	Undertake analysis of impact of the living wage on the future sustainability of the organisation.	<b>TR/JF</b>	31.03.16	Work in progress. It has been confirmed that all Trust staff are paid above the living wage.	
11.3.1	Health & Safety Annual Report	July 2015	Report to Board on impact of introducing swipe card access to some wards.	<b>DB</b>		In progress. Capital funding has been identified to fund the work required.	
7.5	Patient Story - Dermatology	November 2015	Consider how to give the Board visibility of services such as Dermatology.	<b>SS</b>	31.01.16	Reviewing as part of learning from CQC Walkabout process.	
9.2	Operational Performance Report	November 2015	Write a note of thanks for whole-system working on behalf of the Board.	<b>AR</b>	31.12.15		
9.3	Operational Performance Report	November 2015	Ask local authorities for an up to date assessment on impact of nursing home closure.	<b>AR</b>	27.01.16	Reviewing with Council's interim Chief Executive.	
11.2	Finance Report	November 2015	Send a note to all NEDs on closure of Q1 position.	<b>JF</b>	3.12.15		
12.1	Urgent & Emergency Care Pathway Review	November 2015	Ensure progress report is added to the QAC forward plan.	<b>SS</b>	31.12.15	Request sent to QAC support lead.	
12.3	Urgent & Emergency Care Pathway Review	November 2015	Reflect on whether anything more needs to be done give sufficient support to staff to protect their health and wellbeing over the winter period. AR agreed that the EMC should.	<b>AR (with EMC)</b>	16.12.15	Agreed to provide fruit baskets and remind staff of the importance of hydration and healthy lifestyles.	

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16.6	Estates Strategy	November 2015	Consider including within the strategy creation of additional cycle parking and access to shower facilities for staff who cycle to work.	<b>JF</b>	30.3.16		
31	Questions from the Public	November	Report to the Board on risk assessment of the potential impact of the Government's decision to change funding for nursing training.	<b>DB</b>	30.3.16		

Key	
	Completed
	On Track
	Some slippage
	Serious issue

AR: Ann Radmore	LW: Lisa Ward
RB: Rachel Benton	JF: Jo Farrar
TR: Terry Roberts	JW: Jane Wilson
SS: Susan Simpson	DB: Duncan Burton