

Action Log prepared for the Board meeting held in public on 11th July 2018

Ref	Paper/Agenda Item Ref	Board meeting Date action arose	ACTIONS	Resp	Date Due	Progress	RAG
7.15	Integrated Quality and Compliance Report	29.11.17	Review of Maternity Strategy to reference local Maternity system and ambitions for the local area.	MM	03.10.18	Scope for external review to be written	
25	Questions from the public	07.02.18	Consider inclusion of Trust membership in survey on Quality Priorities for 2019/20	SBr	31.08.18		
5.12	Chairman's Report	11.04.18	Work on communication of the staff governor role within the organisation.	SS	03.10.18		
8.14	Integrated Quality and Compliance Report	11.04.18	Report to QAC on use of the FFT system, and confirm to the Chairman the ratings used on the text system.	SBr	11.07.18	The integrated performance report presented at QAC by the DoN&Q/MD now includes more detailed narrative which explains the current FFT position and actions	
8.21	Integrated Quality and Compliance Report	11.04.18	EMC to review the 2018/19 A&E Delivery network programme and metrics, and then report to the Board.	MM	11.07.18	Stranded patient and super stranded patients to be added	
11.4	Budget and Capital Plan 2018/19	11.04.18	JF to add to reference in the risks commentary to the Director of Nursing & Quality scrutinising the work in terms of quality.	JF	30.04.18		
13.6	Staff Survey 2017	11.04.18	Review responses relating to freedom to speak up and consider any actions necessary.	SS	03.10.18		
14.6	WRES data 2017	11.04.18	Consider whether any action is needed in response to feedback from the national programme of post grad medical exams, that people without English as a foreign language find it difficult to translate the questions being asked.	KC			

Enclosure B

Ref	Paper/Agenda Item Ref	Board meeting Date action arose	ACTIONS	Resp	Date Due	Progress	RAG
26	Questions from the public	11.04.18	Consider whether to include listening skills in training for Volunteers.	SBr	11.07.18	Communication skills are part of the induction programme for volunteers and indeed listening and good communication is a theme that runs right through that programme.	

Key	
	Completed
	On Track
	Some slippage
	Serious issue

AR: Ann Radmore	RB: Rachel Benton
JF: Jo Farrar	JKW: Jane Wilson
MM: Mairead McCormick	SBr: Sally Brittain
SS: Susan Simpson	
KC: Kelvin Cheatle	