

OPEN ACTION LOG AS AT JANUARY 2017

Board Date	Minute Ref	Topic	Action	Lead	Due Date	Comment
29/09/16	O-124/2016	Trust Risk Register	It was agreed to consider a review of risk appetite as a development piece for Board.	LM/LD	CLOSED	Masterclass Schedule in progress
29/09/16	O-135/2016	Hospital Pharmacy Transformation Plan	An action was agreed to invite pharmacists to attend the Patient Experience Group	HC	CLOSED	Is being progressed outside Board
27/10/16	O-148/2016	Lord Carter Review – Procurement Transformation Plan (PTP)	Duplication in the table and it was agreed to take to Finance Committee for clarification.	SM	CLOSED	To be actioned via Finance Committee
	O-161/2016	Quality and Performance Committee Minutes	It was agreed to arrange a masterclass on iWantGreatCare for Non-Executive Directors.	LM	CLOSED	Masterclass Schedule in progress
24/11/16	O-163/2016	Safer Staffing Report	Future Reports - check if the narrative is relevant, finesse the information and highlight the key issues. Consider submitting a strategic analysis.	HC	JANUARY	

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24/11/16	O-164/2016	Health & Safety Report	Reminder to be sent to all staff about the formal way to notify maintenance issues of this kind in order to avoid delays to action.	VB	FEBRUARY	Associate Director Estates & Facilities notified - in progress
24/11/16	O-166/2016	Freedom to Speak Up (FTSU) Guardian Report	Consider FTSU training for board members. Schedule reports to Board.	HC	Complete Complete	Masterclass Schedule in progress First report scheduled for June 2017
24/11/16	O-167/2016	Performance Report	<ul style="list-style-type: none"> - Consider a board masterclass on cancer improvement - Bring the cancer improvement plan to Board 	Dir of Ops	CLOSED TBC	Masterclass Schedule in progress
NOT DUE YET						
29/09/16	O-142/2016	Safer Staffing Report	The Chief Executive agreed that as part of the strategy we should get some detail on strategic partnerships and come back to Board with a report.	HC	TBC	
24/11/16	O-165/2016	DIPC/ Annual Infection Control Report 2015/2016	Incorporate the DIPC position as part of the Trust Executive Committee	SR	TBC	On recruitment of new DIPC following Clive Grundy's retirement.

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24/11/16	O-176/2016	Questions From The Public	It is understood that small pieces of equipment do not get returned to our hospitals. The interim Chief Operating Officer agreed to investigate this matter	Dir of Ops	TBC	Assistant Director of Operations to investigate and report back