

**Action log Part 1 – 03 November 2016
(from meeting held on 06 October 2016 and earlier Boards if outstanding)**

| Action from agenda item | Action | Lead for completing the action | Date to be completed | Update |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| 6.1/41 | LE advised that the final report had been received and would be circulated. <u>9.2/40.</u> Following the inclusion of several new areas to an audit on the quality improvement programme, it was agreed that the final report would be circulated when it was available <u>11.3/39.</u> Circulation to the Board of the final report on an internal audit on the quality improvement programme. | LE LE LE | 03/11/16 06/10/16 01/09/16 | Completed. Report has been circulated. Action completed. The final report has now been received and circulated to Board members. |
| 10.9/40 | Consider including data on the financial impact of reduced performance in future integrated performance reports. | DR | 03/11/16 | |
| 20.3/40 | Test with stakeholders whether to remove the word 'clinical' from the title of the Clinical Strategy. | HB | 03/11/16 | |
| 7.10/41 | Terms of Reference for the Board to be updated to reflect the Board decision to increase the number of meetings per annum. | JH | 03/11/16 | Terms of Reference are on the agenda |
| 10.7/41 | Clarity to be provided on an audit undertaken by a consultant in the unscheduled care and medicine divisions into a reduction in emergency readmissions | ST | 03/11/16 | |
| 15.2/41 | The management process for reviewing and agreeing new additions to the CRR to be discussed at the next IRGC meeting. | HB | 01/12/16 | Due December 2016 |
| 8.2/41 | An action plan relating to areas highlighted in the 2016/17 PLACE report to be presented at a Board meeting in January 2016 | KH | 12/01/17 | Due January 2017 |
| 16.2/40 | Healthwatch to be invited to update the Board on whether it considered the improvements made to the complaints and patient advice and liaison services had had the desired impact. | TC | 02/02/17 | Due in February 2017 |

