

**Action log Part 1 – 04 February 2016  
(from meeting held on 03 December 2015 and earlier Boards if outstanding)**

Action from agenda item	Action	Who	When	Update
-	New governance structure to be reviewed in March 2016	HB	March 2016	Governance structure currently under review. The Board will be updated in March 2016
6.1/33	End of life indicators to be included in future integrated performance reports (IPR)	LE	March 2016	Due March 2016
9.3/32	Link between the 23 improvement projects with the integrated performance report	LE	February 2016	Completed. To be included in sub-committee updates
9.7/32	Chart relating to serious incidents within the integrated performance report to be amended to ensure it is easier to interpret	LE	February 2016	Completed. Further details also added to Quality and Safety Committee IPR
9.10/32 + 9.6/33	Benchmarking against national and similar sized trusts and indicators on under and over performance to be added to the integrated performance report.	LE	February 2016	Further benchmarking included in January Board reports. More to be added to February and March 2016.
6.3/33	Invite local healthcare partners to a discussion around delayed transfers of care at a future Board Development Session	HB/JH	June 2016	Due June 2016
20.2/32	Review and amend dates and actions to ensure they are consistent within the BAF and provide more detailed narrative. Also a summary to be included in future reports of what had changed within the BAF since last review by the Board.	HB/ JH	March 2016	Due March 2016
2.6/33	Establishment of a 'twilight' pilot scheme	LH	February 2016	Completed. Short life working group established. Redesign of staff to support project

4.1/33	Update Professor Steve Barnett's declarations of interest	JH	February 2016	Completed
5.2/33	A short summary to accompany the Corporate Risk Register at each meeting	HB	April 2016	Due April 2016
9.5/33	Data relating to cancelled outpatient operations to be included in future Board reports once it had been assessed for accuracy	JS/LE	March 2016	Due March 2016
11.2/33	Definitions to be developed which supported each of the new values: <i>Care, Quality and Commitment</i>	PDG	March 2016	Due March 2016
11.4/33	Communications plan to be developed for the values	PDG/ HB	March 2016	Due March 2016
23.1/33	Board evaluation questions to be circulated to members prior to Board meetings	JH	February 2016	Completed. Questions circulated with Board pack
9.7/33	Indicators to be added to the IPR to show the number of staff who left the Trust within the first year of employment	LE	February 2016	Completed. Information in pack
12.2/33	Recruitment materials to reflect the Trust's support of nurse revalidation	PDG	March 2016	Due March 2016