

### ACTION TRACKER FOR PUBLIC MEETING OF BOARD OF DIRECTORS

#### October 2014

Agenda item no	Title of item	Agreed action	Lead officer	Deadline for completion	Completed
9	Performance report	Update on A&E position and strategy	Mr C Newton	27.1.15	
		Update on emergency care pathway	Mr C Newton	27.1.15	
10	Healthcare infection	Update on terminal cleans position	Miss R Holt	18.12.14	
11	Pressure ulcers	Development of pressure ulcers assurance framework	Miss R Holt	18.12.14	
12	Deprivation of Liberty	Update on position	Miss R Holt	18.12.14	
16	NHS Staff Friends and Family Test	Report on actions as a result of staff feedback	Mr C Newton	17.1.15	

#### November 2014

Agenda item no	Title of item	Agreed action	Lead officer	Deadline for completion	Completed
8	Performance report	Info on services with the greatest fragility against target	Ms S Danieli	18.12.14	
		Discuss independent review of c.difficile rates to identify trends	Miss R Holt/ Mrs A Hullick	18.12.14	
		Not to cancel elective activity in first two weeks of January 2015	Mr C Newton	25.11.14	Completed
9	Healthcare infection	Agree non-executive director link for HCAI	Ms D Jenkins	18.1.14	

Action tracker for discussion at public meeting of Board of Director on 18 December 2014

		Further details of cleaning regime	Miss R Holt	18.1.14	
		Deep cleaning plan for 2015-16	Miss R Holt	TBC	
10	Quarterly quality report	Actions to address falls to be discussed at Quality Assurance Committee	Miss R Holt	TBC	
11	Pressure ulcers report	Circulate updated report to all board members	Miss R Holt	18.12.14	Completed
		Develop assurance framework for board	Miss R Holt	18.12.14	
12	Winter plan	Update action plan to show current position about recruitment not going ahead	Miss R Holt	18.12.14	
13	Financial report	Future reports to include break down of margin by centres	Mrs M Hewitt-Smith	TBC	
		Audit of auditor's work for trust shared with governors	Mrs M Hewitt-Smith	21.1.15	
		Establish finance and investment committee	Mrs M Hewitt-Smith	TBC	
		Circulate terms of reference	Mrs M Hewitt-Smith	18.12.14	Completed
		Consider how finance and investment committee can take on appropriate responsibilities of Transformation Steering Committee	Mrs M Hewitt-Smith	TBC	
14	Emergency preparedness	Review all red risks in action plan and escalate outstanding risks to risk register	Miss R Holt	18.12.14	
		Update details of staff on call	Miss R Holt	18.12.14	