

Action tracker reference	Date of meeting	Minute	Minute title	Action	Lead	Due date	Complete	Status	Comments by action holder
3-2016/17	26.04.16	7	Integrated Performance Report	Performance report structure presented to the Board of Directors May meeting.	R.James	06.09.16		Due	The new style performance report to be circulated prior to and at the Board meeting in September.
33-2015/16	26.01.16	10	Midwifery staffing review	The executive team to review the findings of the Birth Rate Plus assessment and report back to the Board.	G.Hunt	01.11.16		on-going	Mrs Hunt reported that data collection was on-going and that a report would be brought to either the November or December Board meeting.
2-2016/17	26.04.16	7	Integrated Performance Report	Ms James to ask Dr Wood to benchmark performance issues with the 62 day cancer target to identify any learning.	R.James	to be confirmed			Ms James reported that the work to develop benchmarking for performance issues with the 62 day cancer target was on-going, this included a review of how NUTH handled their skin services to positively contribute to their performance.
8-2016/17	28.06.16	7	Integrated Performance Report	Ms James agreed to speak with Healthwatch organisations on how they could help to encourage patients to accept 2ww appointments on time.	R.James	to be confirmed			Ms James explained that once the survey to understand why some patients were choosing to wait longer for their treatment was completed, contact would be made with Healthwatch and GPs to ask that they encourage patients to take up appointments on time.
9-2016/17	26.07.16	7	Integrated Performance Report	Ms James agreed to ensure regular updates on performance against the complaints response target time period are included in the exception report until the target is achieved.	R.James	to be confirmed			