

PUBLIC BOARD ACTION TRACKER

Key	
Red	Action Overdue
Amber	Update Required
Green	Action Complete
Grey	Action Not Yet Due

Item No	Date	Action	Committee	Sub Committee	Deadline	Exec Lead	Action Lead	Progress	Rag Rating
16/635.4	30/11/2017	Discussion to be held regarding how best to sight Board members on the ongoing progress and milestones of matters relating to the Strategic Partnership	Public Board of Directors	None	24/12/2017 26/01/2018 29/03/2018 26/04/2018 31/05/2018	R Mitchell	A Haynes	The next meeting of the SPF is scheduled for June. Discussion be held at the Executive Team meeting regarding the context of the SPF and the Acute Services Strategy. Update to be provided to the Board of Directors 31st May 2018.	Amber
16/751.2	29/03/2018	Risk Committee to provide feedback to Quality Committee in relation to Provision of sterile medical equipment	Public Board of Directors	Risk and Quality	26/04/2018 16/05/2018	P Moore		To be discussed at Quality Committee 16/05/18 and an update provided to Board on 31/05/18.	Amber
16/752.1	29/03/2018	Training of Board of Directors members to Dementia Friend level and identification of Non-executive Director as dementia lead	Public Board of Directors	None	26/04/2018 31/05/2018 26/07/2018	S Banks		Deferred to July in order for Alzheimer's representative to present to Board	Grey
16/752.2	29/03/2018	Engagement and Involvement Strategy to be developed by Quality Committee and presented to Board	Public Board of Directors	Quality Committee	27/09/2018	K Beadling-Barron	E Jeffers		Grey
16/756.2	29/03/2018	Data Quality Group to make recommendation to Board regarding categories for bulk closure	Public Board of Directors	None	26/04/2018 31/05/2018	A Haynes		Completed	Green
16/756.3	29/03/2018	Anonymised survey to be conducted to establish reasons why staff do not take up offer of flu vaccination and which staff group they belong to	Public Board of Directors	None	31/05/2018	J Bacon		Verbal update to be provided in Board under matters arising	Green
16/790.1	26/04/2018	A more detailed report of the 2 Year Forward View to show milestones to be presented to the Board of Directors.	Public Board of Directors	None	TBC	R Mitchell			Grey
16/790.2	26/04/2018	Board workplan to be updated to include the 2 Year Forward View Update on a six monthly basis.	Public Board of Directors	None	31/05/2018	S Higginbotham		Completed	Green
16/790.3	26/04/2018	Board workplan to be updated to include a Mid-Nottinghamshire Alliance Update on a six monthly basis.	Public Board of Directors	None	31/05/2018	S Higginbotham		Completed	Green
16/790.4	26/04/2018	Consider how best to link with Governors regarding system level assurance.	Public Board of Directors	None	TBC	G Ward			Grey
16/790.5	26/04/2018	Progress of the Newark Strategy to be incorporated within the Strategy report.	Public Board of Directors	None	TBC	TBC			Grey
16/790.6	26/04/2018	Clarify the governance arrangements for the Digital Strategy.	Public Board of Directors	None	31/05/2018	P Wozencroft		Verbal update to be provided in Board under matters arising	Green
16/793.1	26/04/2018	Dementia to be monitored by the Quality Committee for the next two months	Public Board of Directors	PSQG	28/06/2018	S Banks		Being monitored through PSQG and reported to Quality Committee	Green
16/793.2	26/04/2018	NED's to receive sample patient response letters which will be followed by a performance review in June 2018	Public Board of Directors	None	28/06/2018	P Moore		Completed	Green
16/793.3	26/04/2018	Report to be provided prior to 15 step visits to identify issues and areas of concern	Public Board of Directors	None	31/05/2018	P Moore		To be taken into consideration during the evaluation of the 15 steps process	Green
16/793.4	26/04/2018	Greater visibility of performance against actions being taken to resolve issues regarding non-achievement of standards.	Public Board of Directors	None	26/07/2018	R Mitchell			Grey
16/793.5		Visibility of risks in the wider system to be presented to Board of Directors in weekly briefs.	Public Board of Directors	None	TBC	S Barton			Grey
16/793.6		Trajectories and actions to be included in the discharge information of the operational report.	Public Board of Directors	None	31/05/2018	S Barton			Amber
16/795.1		Clarification to be obtained regarding staff being provided time off work to attend stop smoking services.	Public Board of Directors	None	31/05/2018	K Beadling-Barron		Confirmed staff do receive time off to attend smoking cessation services	Green
16/795.2		Transport Strategy to be developed and presented to the Board of Directors.	Public Board of Directors	None	TBC	TBC			Grey
16/799		Future Data Security Protection requests to be submitted to the Audit & Assurance Committee.	Public Board of Directors	None	31/05/2018	S Higginbotham		Completed	Green
16/801		External Committee Effectiveness Review to be conducted in Autumn 2018.	Public Board of Directors	None	31/05/2018	S Higginbotham		Completed	Green