

Key	
	Action Overdue
	Action on track
	Action Complete

Item No	Date	Action	Committee	Deadline	Exec Lead	Action Lead	Progress	Rag Rating
47	30/07/15	Patient Experience Quarterly Report - SL asked how assurance could be provided regarding the actions and learning from complaints and that these had been undertaken in a timely manner and asked for a list to be provided at the next meeting.	Public Board of Directors	Dec-15	S Banks	K Fisher	VB confirmed that a revised Patient Experience Report was included in the Board pack. The action went back to the workstream in the Quality Improvement on the QIPPlan. Action Complete. Governance - Assurance action tracker with regards to learning. Learning still an issue for the trust and being picked up through governance workstream. To be kept on tracker to monitor. KF to update at December Board meeting.	
52	24/09/15	Quality & Safety Report - The Trust's approach to this would need to be strengthened to ensure that revalidation took place and VB would discuss whether changes were required to the Nurse Revalidation policy with GB.	Public Board of Directors	Nov-15	G Briggs	V Bagshaw	It was confirmed that Nurse Revalidation would be introduced from April 2016. VB was liaising with K Lorenti regarding process and policy. The OD & Workforce Committee would provide assurance going forward that this was on track. Revalidation group working through policy to be implemented. PB confirmed that staff had been identified for the first 3 months and the Trust had made good progress ahead of others locally.	
66	05/11/15	SL asked for further information to be provided regarding HSMR and it was agreed that this should be considered at the Quality Committee meeting. PM asked Jo Richardson to provide a proposal regarding the information available.	Public Board of Directors	18/11/2015	A Haynes	Jo Richardson	Mortality Report on Quality Committee agenda	
73	05/11/15	New telephone system to be installed.	Public Board of Directors	01/01/2016	P Wozencroft		Pwoz confirmed that delivery of the telephone system was expected on 21st December and would require configuration. The expected completion date was January 2016.	
74	26/11/2015	Matters Arising - Item 47 - QIP Update to be provided to December meeting.	Public Board of Directors	22/12/2015	K Fisher	K Fisher	On agenda	
75	26/11/2015	Chairman's Report - NED Responsibilities - SL confirmed that he was currently reviewing NED responsibilities for various committees and would discuss these with PH. The updated arrangements would then be shared with Executives.	Public Board of Directors	22/12/2015	S Lyons		Action complete	
76	26/11/2015	Quality & Safety Monthly Report - SL recognised the work being undertaken but emphasised that the speed of change would need to increase. He asked that the Quality Committee consider this further with a report prepared for the Board meeting in January 2016.	Public Board of Directors	28/01/2016	S Banks	V Bagshaw	Quality & Safety Report has been revised.	
77	26/11/2015	Workforce Report - With regard to recruitment, NG noted the number of medical vacancies and that there was still a financial overspend on medical pay and asked if there was a specific report for the Board relating to this. GB agreed to provide this detail at the next meeting within the Workforce Report.	Public Board of Directors	22/12/2015	G Briggs		Complete - within integrated performance report	
78	26/11/2015	Estates Strategy - It was agreed that the Executive Team would consider the strategy.	Public Board of Directors	22/12/2015	P Wozencroft		To be considered by Executive Team on 06/01/2016	
79	26/11/2015	ToR OD & Workforce - PH noted that the ToR provided significant assurance, although these should also include work on strategic development. It was agreed that GB would agree revisions and seek virtual approval. Action complete.	Public Board of Directors	22/12/2015	G Briggs		Action complete	
80	26/11/2015	CDS Pathology - The Board noted and approved the progress being made and requested that a final recommendation be presented to the Board. To be included on action log with date.	Public Board of Directors		P Wozencroft		The CDS Pathology Programme Board intends to sign off a preferred option for pathology service reconfiguration for presentation to the Boards of Derby Teaching Hospitals, Chesterfield Royal Hospital and Sherwood Forest Hospitals NHS Foundations Trusts at their late March early April 2016 meetings.	
81	26/11/2015	Smokefree Group - JK asked if the notes of the Smokefree meetings could be shared and SL agreed to speak to PM regarding this request.	Public Board of Directors	22/12/2015	SL		The minutes of the last meeting have been shared with JK	
82	26/11/2015	Primary Care 24 - JK asked if any statistics were available for non emergency services from the walk in centre and Pwoz confirmed that this service was not provided by the Trust but that he would check if details were available.	Public Board of Directors	22/12/2015	P Wozencroft		CNCS had advised that information relating to their services was available by contacting them directly.	