**Outstanding Care,
Compassionate People,
Healthier Communities**

**NHS
Sherwood Forest Hospitals**
NHS Foundation Trust

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
24/183.2	06/06/2024	Sub-committee annual reports to follow same format	Public Board of Directors	None	Apr-25	S Brook Shanahan			Grey
24/223	04/07/2024	Information in relation to the cost of maintaining the current IT landscape, and what the costs are likely to be in five years' time, to be reported to the Finance Committee.	Public Board of Directors	Finance Committee	06/02/2025	D Selwyn	N Turner	**Update 16/10/2024** Update to be provided to Finance Committee on 29th October 2024, with a full report to Finance Committee in January 2025	Grey
24/251.1	01/08/2024	Report outlining progress in relation to Quality, Service Improvement and Redesign (QSIR) training, including lessons learned, etc. to be presented to the Quality Committee.	Public Board of Directors	Quality Committee	05/12/2024	C Hinchley		**Update 21/08/2024** Improvement will be the 'Hot Topic' at the November Quality Committee meeting.	Grey
24/252.2	01/08/2024	Graph to be included in the IPR showing agency spend as a financial cost.	Public Board of Directors	None	07/11/2024	R Eddie	M Bolton	**Update 24/10/2024** Included in IPR to be presented to Board of Directors in November 2024 **Complete**	Green
24/308	03/10/2024	Consider how the visibility of the ongoing work in relation to the Violence and Aggression Action plan can be increased for the Board of Directors.	Public Board of Directors	None	07/11/2024	R Simcox		**Update 30/10/2024** On People Committee workplan, and will be regularly updated via People Committee. **Complete**	Green
24/312	03/10/2024	Update on waiting times and the impact of inequalities to be provided to the Quality Committee.	Public Board of Directors	None	05/12/2024	R Eddie			Grey
24/313.1	03/10/2024	Rolling death rate for alcoholic liver disease to be included in future learning from deaths reports	Public Board of Directors	None	03/04/2025	S Roe			Grey
24/313.2	03/10/2024	Liver disease care bundle to be reviewed with the Gastroenterology Team	Public Board of Directors	None	07/11/2024	S Roe		**Update 30/10/2024** Action plan from gastroenterology team include: 1) Continue to engage with Emergency care leadership team to focus on completing admission clerking documentation 2) Re-initiate education in-reach programme into EAU to drive up completion of the liver care bundle on admission 3) Look at increasing middle grade staffing in Gastroenterology service to provide additional in-reach into EAU to review patients who are waiting to come to Gastroenterology ward to ensure their care is progressing and that they are closely monitored for early signs of deterioration These actions will be monitored via the medicine division governance meeting **Complete**	Green

24/314.1	03/10/2024	Consideration to be given as to how the People Committee and Board of Directors can be provided with visibility of broader staffing groups, not covered in the Nursing, Midwifery and AHP Staffing report.	Public Board of Directors	People Committee	~~07/11/2024~~ 07/02/2025	R Simcox		**Update 30/10/2024** On People Committee workplan for January 2025	Grey
24/314.2	03/10/2024	'Forward look' to be included in future Nursing, Midwifery and Allied Health Professions (AHP) Staffing bi-annual reports	Public Board of Directors	None	06/03/2025	P Bolton			Grey
24/314.3	03/10/2024	Results and learning from the annual leave audit, particularly in relation to overtaken leave, to be presented to the Quality Committee	Public Board of Directors	Quality Committee	05/12/2024	S Roe		**Update 24/10/2024** SR confirmed this item should be presented to People Committee not Quality Committee	Grey
24/314.4	03/10/2024	Tangible metrics for Freedom to Speak up in terms of impact to be requested from the National Guardians' Office	Public Board of Directors	None	06/02/2025	S Brook Shanahan	K Bosworth		Grey
24/316.1	03/10/2024	Half year update, incorporating the financial position and quality and operational metrics, to be presented to the November meeting of the Board of Directors.	Public Board of Directors	None	07/11/2024	D Selwyn		On agenda **Complete**	Green
24/316.2	03/10/2024	Ability to use foundation trust status to generate income in a different way to be explored and reported to the Finance Committee	Public Board of Directors	Finance Committee	05/12/2024	R Mills			Grey
24/316.3	03/10/2024	Update on financial improvement performance be provided to each Board of Directors meeting	Public Board of Directors	None	07/11/2024	R Mills		**Update 24/10/2024** Included in IPR to be presented to Board of Directors in November 2024 **Complete**	Green
24/316.4	03/10/2024	Financial improvement to be included on the agenda for People Committee and Quality Committee	Public Board of Directors	Quality Committee and People Committee	05/12/2024	R Simcox / S Roe / P Bolton			Grey