

**TRUST BOARD
ACTION LOG - PUBLIC
2018**

Date of Meeting: Tuesday 19th December 2017

Minute Ref	Agenda Item	Action Point	Owner	Due Date	Completed Date	Progress	RAG
6 original from 26.09.17	Trust Board Development	Draft Programme to be provided to February Trust Board 2018	Jayne Adamson / Wendy Booth / Anne Shaw	19/12/17 27/02/18		Refreshed programme to be provided following the Well Led Review. Deferred to 27 th Feb 2018	A
3.3 original from 28.11.17	Quality & Safety Committee Highlight Report	Protection of Intellectual Property rights around WebV – nursing documentation	Mr Steve Griffin – AMD for Digital Development	TBC			A
1.9	Business Items	Attachment of NED's to Divisions	Wendy Booth / Anne Shaw	30/01/18		Deferred to the 27 th February 2018	A

Date of Meeting: Tuesday 30th January 2018

Minute Ref	Agenda Item	Action Point	Owner	Due Date	Completed Date	Progress	RAG
2.1	Board Assurance	Review reformed sub-committees for levels of assurance provided	Wendy Booth & Chair of Sub-committees	August 2018			A
3.2.1	QSM Report	Inclusion of metrics at next iteration	Tara Filby	27/02/18			A
3.2.2	Monthly Capacity & Capability on our Wards	To complete medical staffing review	Kate Wood	TBC			R
6.1.2	Access & Flow 62 Day Cancer Performance	To meet compliancy by end of June 2018	Richard Sunley	End of June 2018			R

RAG

RED	Overdue
AMBER	On Target
GREEN	Complete