

TRUST BOARD ACTION LIST FROM MARCH 2012

| Minute Point Reference | Details of action agreed | Action by whom | Timescale | Progress & Updates |
|------------------------|---|------------------------------------|-----------|--|
| TB84e/11 | Equality and Diversity Plan: 1. The Governance and Quality Committee to monitor Equality and Diversity Action Plan | Director of Human Resources | 28/2/2012 | Presented to the February Governance Committee Meeting – action complete. |
| TB110b/11 | Clinical Strategy Update: Costings for clinical strategy to be presented at January meeting. | Chief Executive | 17/4/2012 | Work was continuing with the CCG on the Clinical Strategy and was linked into the Trust Contract. – Action ongoing |
| TB17c/12 | Carbon Management Plan: 1. The Director of Estates and Facilities Management to check the payback terms in relation to projects 15 and 16 to ensure they are correct. 2. The Director of Estates and Facilities Management to take forward the approval of the capital agreement to a more appropriate meeting forum | Director of Estates and Facilities | 17/4/2012 | Verbal update given at the March Meeting – action complete. |
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| TB19a/12 | Real Time Patient Satisfaction Report: The CQC national outpatient survey results which showed the Trust to be average to be looked into in further detail and reported back to the Trust. | Acting Director of Nursing | 15/5/2012 | To be reported at the May meeting. |
| TB19b/12 | Patient Safety Walkabouts – feedback from Non Executive Directors 1. Feedback from the patient safety walkabout visits to be reported to the Governance Committee quarterly 2. Feedback to be given back to the wards following the ward visits | Acting Director of Nursing Acting Director of Nursing | 29/5/2012 Monthly | Feedback to be provided at the Governance Committee on a quarterly basis. Action complete. To be scheduled on agenda on monthly basis. Action complete. |
| TB29/12 | Performance Report: 1. Director of Human Resources to review mandatory training documentation. | Director of HR | 17/4/2012 | To provide verbal report at next meeting. |