Agenda Item: 4

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Actions Log Board of Directors (in Public) 2022

August 2022

Action No.	Meeting Date	Minute ref	Action	Receiving Body	Target Completion Date	Lead	Update	Complete
165	07.06.22	65/22	**Chair's Assurance Report - Quality Committee:** The COVID Learning From Deaths Themed SI report will be circulated to Board members.		Jun-22	T Sec	**Complete. Circulated 10.06.22.**	✓
166	07.06.22	68/22	**Integrated Performance Report (IPR):** Inclusion of benchmarking data and trajectories into IPR reports to the July Committee meetings. Lead Executive Directors to work with respective Committee Chairs on the information for inclusion.	Committees: F&A People Quality	Jul-22	Safe - DoPS Effective - MD Caring - CN Responsive - COO Well-Led - DoP	**Completed. Benchmarking included in July sub Committee IPRs as a starting point. Summary benchmarking page by CQC domain to be included from August Trust Board meeting with IPR and summary paper included with papers to explain changes, including approach to benchmarking**	✓
167	07.06.22	68/22	**Integrated Performance Report:** Appraisal paperwork will be shared with the Non-Executive Directors.		Jun-22	T Sec	**Complete. Circulated 27.07.22.**	✓
168	07.06.22	75/22	**National Staff Survey:** JH and SR to establish the best approach to update the Board on progress to deliver the action plans on an ongoing basis.	Board	Aug-22	DoP	**Confirmed approach to maintain governance and follow up through performance review meetings, Hospital Management Board, Executive Team, People Executive Group (PEG) forums in addition to the People Committee monthly review of actions and deliverables. The People Committee will keep the Board informed through the Committee's Chair's Assurance Report.**	✓

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169	07.06.22	77/22	**Health Inequalities Bi-Annual Report:** CWB will respond on the breakdown of waiting lists by ethnicity.		Aug-22	DoSI	**The data has been reviewed by the Head of Information, Planning and Performance and the Chief Digital and Information Officer (CDIO) and the amendments have been made to ensure that future datasets accurately reflect the appropriate breakdown of the Trust's waiting lists by ethnicity and deprivation.**	✓
170	07.06.22	77/22	**Health Inequalities Bi-Annual Report:** Follow up paper to be taken to Quality Committee clarifying the work the Trust is leading as an 'anchor' organisation within Place Based Care and incorporating an action plan on the work the Trust is leading.	Quality Committee	Sep-22	DoSI	**Shared for the July 2022 Hospital Management Board meeting. To be shared with the Quality Committee for discussion at the September 2022 meeting.**	
171	07.06.22	77/22	**Health Inequalities Bi-Annual Report:** Establish better quality data to inform the Trust's health inequalities work and to enable progress to be monitored.		Oct-22	Deputy CEO	**The Head of Information, Planning and Performance is leading on work to establish more robust data quality in relation to Benchmarking and Health Inequalities data. It is anticipated that this will be available in the Integrated Performance Report which will be presented to the October 2022 Board of Directors meeting and in the Health Inequalities update reports thereafter.**	