Agenda Item: 4

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Actions Log Board of Directors (in PUBLIC) 2021

May 2021

Action No.	Meeting Date	Minute ref	Action	Receiving Body	Target Completion Date	Lead	Update	Complete
94	02.03.21	41/21	**Integrated Performance Report :** Consider presentation of some IPR metrics - CWB to review data and invite external expert back to a Board development session to review how the Board is using the IPR report	Board Seminar	Jul-21	DoS	**Date confirmed for 29 July Board Development session**	
98	02.03.21	49/21	**Health Inequalities:** A further paper on Health Inequalities to be taken to the Quality Committee (given publication of national guidance in March)	Quality Committee	Jul-21	DoS	**Update paper to be taken to Quality Committee in July 2021.**	
99	02.03.21	49/21	**Health Inequalities:** The patient voice to be heard in this work	Quality Committee	Jul-21	DoS	**Update paper to be taken to Quality Committee in July 2021.**	
100	02.03.21	49/21	**Equality, Diversity & Inclusion:** To feature as a Board seminar session (deep dive on data and leadership, behaviour, systems and attitudes)	Board Seminar Session	Oct-21	DoP	**Scheduled for Board seminar 28 October 2021**	
101	02.03.21	50/21	**Equality, Diversity & Inclusion:** Consider how the metrics are made available to the People Committee on a systematic basis	People Committee	May-21	DoP	**The intended reporting structure was presented in the May report but delays to data provision means it will be fully populated in the June report**	✓

102	**07.04.21**	**67/21**	**Integrated Performance Report:** In the next patient experience quarterly report to Quality Committee, include content on the future of FFT and all other metrics that enable the Trust to know what it feels like to be a patient in the care of QEH.	Quality Committee	May-21	CN	**Reported to Quality Committee in May 2021. Complete**	✓
103	04.05.21	88/21	**Single Oversight Framework and New Recovery Support Programme:** QEH response to consultation to be signed off by the Quality Committee	Quality Committee	May-21	DoPS	**Response to consultation received at Quality Committee 25 May 2021. Complete.**	✓
104	04.05.21	89/21	**Integrated Performance Report:** CWB to give consideration to producing a high level summary dashboard to support the presentation of the IPR as part of the 'plot the dots' review with the Board in July 2021	Board	Jul-21	DoS	**Consideration is being given to this alongside streamlining the reporting for year two of the Corporate Strategy. A draft will be produced for discussion. In progress.**	
105	04.05.21	92/21	**Significant Risk Register (>15):** DS to check whether NSFT includes in their own risk register a risk in relation to access to community inpatient mental health beds for those presenting in ED with acute mental health needs	Board	Jun-21	COO	**Complete. NSFT risk register includes the following risk, with a risk score of 16: Risk that not making progress in reducing waiting times (and increased demand for services) impacts on service users, as well as breaches of contractual and regulatory standards**	✓
106	04.05.21	97/21	**Committee Effectiveness Review:** CWB to feed into the Committees' in Common work the need to schedule a review of committee effectiveness as part of good governance	Board	Jun-21	DoS	**The Trust Secretary supporting the Norfolk and Waveney Hospitals Group Committees has confirmed that the work has been drafted and will be updated, finalised and scheduled further to agreement around the role and responsibilities of the Group Committees in light of the on-going Provider Collaboration discussions. Complete.**	✓