Agenda Item: 4

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

**Actions Log Board of Directors (in Public) - October 2022**

| Action No. | Meeting Date | Minute ref | Action | Receiving Body | Target Completion Date | Lead | Update | Complete |
|---|---|---|---|---|---|---|---|---|
| 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 | **Complete. Workplan shared. Detailed discussion around the Place Based Care / Health Inequalities Workplan took place at the 6 September 2022 informal Board 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 | **Complete. Available health inequalities data included in the Integrated Performance Report for the first time at the October 2022 Board of Directors.** | ✓ |
| 172 | 02.08.22 | 83/22 | **Patient Story:** Check the clinical plan in place for the patient. | | Aug-22 | CN | **Complete. Checked and communication with patient.** | ✓ |
| 173 | 02.08.22 | 88/22 | **Acting Chair's Report:** Share the Place-Based Care work plan with the Board. | Board Development Session | Sep-22 | DoSI | **Complete. Workplan shared. Detailed discussion around the Place Based Care / Health Inequalities Workplan took place at the 6 September 2022 informal Board meeting.** | ✓ |
| 174 | 02.08.22 | 92/22 | **People Committee Chair's Assurance Report:** A people focused report on culture, staff development, recruitment and retention to be a standing item at future Board meetings. | | Dec 22 | DoP | **Further discussion is required at People Committee to ensure minimal duplication of reporting through this or other governance routes, e.g. Quality and F&A Committees. Planned delivery - December Board.** | |

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|---|---|---|---|---|---|---|---|---|
| 175 | 02.08.22 | 95/22 | **Board Assurance Framework - Key Strategic Objective 2:**<br>Ensure the roof significant risk description is well rounded, incorporating wall and floor issues. | | Oct-22 | Deputy CEO | **Complete. Risk description updated.** | ✓ |
| 176 | 02.08.22 | 96/22 | **Integrated Performance Report:**<br>Incorporate care hours per day information into the People Committee presentation. | | Sep-22 | CN | **Care hours per day information is within the Integrated Performance Report. Information included within the nursing skill mix paper presented to the September People Committee. A workforce presentation is scheduled for October informal People Committee.** | ✓ |