Agenda Item: 03

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Board of Directors (Public) - Actions Monitoring Record 2019/20

Action Monitoring - Actions will be removed from the monitoring record when the Board has agreed that the 'completed' column can be ticked.

Action No.	Date of Meeting	Minute No.	Action	Report to:	By When?	By Whom?	Progress	Complete
70	27 08 19	119/19	Chief Nurse to commission a review of how the FFT information is gathered and utilised	Board	~~Jan 2020~~ June 2020	CN	~~On track to report at first meeting in 2020 (Feb).~~ **Comprehensive Review to be commissioned following introduction of revised FFT guidelines – April 2020**	
114	26 11 19	216/19	COO to submit a paper on car parking proposals to HMB then to Board – to include options, costs and timescales.	Board	~~Feb~~ June 2020	COO	Proposal submitted to SLT in February – agreed to establish Task and Finish Group with report back to SLT in May 2020. Option appraisal paper to be submitted to Board in June 2020. **Postponed due to Covid-19**	
01	04 02 20	10/20	MD to provide a report on VTE assessments to Quality Committee, including a breakdown by specialty	Quality Committee	March 2020	MD	**Provided in March. COMPLETE**	✓
02	04 02 20	11/20	Report on review into weekend mortality rates to Quality in May	Quality Committee	May 2020	MD	**On track for delivery in May**	
08	04 02 20	16/20	Ultrasound resource – update on success of diagnostic vetting process, plus use of locums, to Quality Committee in April	Quality Committee	April 2020	COO	**On track for paper to Quality Committee in April 2020**	

09	04 02 20	20/20	Maternity Transformation Programme – action plan to go to Quality Committee in March, update to Board via Assurance Report	Quality Committee / Board	March 2020	Chief Nurse	**Went to Quality Committee in March 2020, update to Board in Assurance Report. COMPLETE**	✓
16	03 03 20	43/20	HRD to take a workforce plan for clinical support services to People Committee in May.	People Committee	May 2020	HRD	**On track for delivery in May**	
17	03 03 20	43/20	Deep-dive on activity targets and plans to go to Finance and Activity Committee.	Finance & Activity Committee	May 2020	COO	**Monthly update on Operational Standards to be submitted to F&A Committee from May 2020 COMPLETE**	
18	03 03 20	48/20	Risk relating to CDS beds to be updated with new information and target date	Board	April 2020	Chief Nurse	**Beds delivered. COMPLETE**	✓