Agenda Item: 4

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Board of Directors (Public) - Actions Monitoring Record 2020/21

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

Action No.	Meeting Date	Minute Number	Action	Receiving Body	Date completion to be reported	Lead	Status	Complete
66	06.10.20	167/20	Integrated Performance Report: Finance & Activity Committee to have an in-depth look at 4 hour performance and report back to Board	Finance & Activity Committee	Nov 2020	COO	**Included in the Access Standards report (Urgent & Emergency Care deep dive) to Finance & Activity Committee in November 2020**	✓
73	03.11.20	187/20 194/20	Board Assurance Framework: Coversheets are needed for the BAF reports to Board	Board	Dec 2020	DoPS	**Complete. Front sheets with current issues highlighted included in December Board papers**	✓
74	03.11.20	188/20	Corporate Strategy KPIs Quarterly Report: Include explanation of RAG status in next quarterly report and inclusion of baseline data and trajectories	Board	Feb 2021	Dep CEO/ DoS	**An explanation of the RAG rating parameters will be included within the Quarter 3 update and going forward**	✓
75	03.11.20	188/20	Corporate Strategy KPIs Quarterly Report: Consider including baseline data and trajectories in next iteration of report	Board	Feb 2021	Dep CEO/ DoS	**Baseline data and trajectories will be included within the Quarter 3 update as appropriate to each of the metrics**	✓
76	03.11.20	188/20	Corporate Strategy KPIs Quarterly Report: Ensure AJB is aware of the clinical staff engaged in the EPR project.		Nov 2020	Dep CEO	**Monthly touchpoint meeting with CNIO and CCIO and AJB arranged**	✓
77	03.11.20	190/20	Integrated Performance Report: Explore with Dr Foster how further assurance can be provided on the Trust's weekend mortality outlier position and include further narrative in future reports	Board	Dec 2020	MD	**Further information added to the Integrated Performance Report and update in Medical Director's report**	✓
78	03.11.20	190/20	Integrated Performance Report: Inform the regional NHSI team of the action being taken in relation to understanding weekend mortality		Nov 2020	MD	**External review of weekend mortality shared and discussion with regional NHSE MD 17/11/20**	✓

79	03.11.20	192/20	NHSI/E Infection Prevention Control Board Assurance Framework: Consider risk mitigation in relation to potential PPE supply chain disruption due to EU Exit		Dec 2020	CN	**The Trust uses multiple suppliers to reduce the risk of PPE supply disruption. PPE supply is under daily review**	✓
80	03.11.20	193/20	Significant Risk Register (>15): Check whether the mental health trust has access to mental health beds on their risk register	Board	Dec 2020	DoPS	**A review of Trust Board papers has demonstrated that there is no significant risk register report in public**	✓