

**CONSOLIDATED ACTION LOG 2016/17**

Board or Committee	Meeting Date	Minute Ref	Source Paper	Topic - if distinct from topic of source paper	Action	Executive Lead	By When	Status	Comment/ Updates
Trust Board Public	14-Sep-16	TB16/09/17	Annual Review of SRI and Never Events 2015/16	Evidence of improvements in reporting culture, borne out by outcomes of Peer Review	To share key learning from the Peer Review Programme at a future Trust Board Seminar	Director of Assurance	08-Mar-17	To close	Key learning from the Peer Review Programme is to be scheduled for consideration at a Trust Board Seminar in Q1/Q2 2017/18
Trust Board Public	09-Nov-16	TB16/11/12	Further actions to reduce agency spending		To include reasons for any reported non-compliance in respect of the use of agency staff.	Chief Finance Officer / Director of OD and Workforce	08-Mar-17	To close	Month 10 Report on financial performance submitted to the Trust Board meeting on 8 March 2017 confirms the number of temporary interims or agency staff not compliant with the wage and price cap , and confirms that these shifts are booked only when required to ensure service continuity and after all other options have been exhausted (eg bank or overtime)
Trust Board Public	18-Jan-17	TB17/01/08	Obstetric and Neonatal services at Horton General Hospital	Retention of midwifery and neonatal nursing staff	To develop proposals for improving the retention of nursing and midwifery staff	Chief Nurse	08-Mar-17	To close	Update is provided within Report on School of Nursing and Midwifery, submitted for consideration by the Trust Board at its meeting on 8 March 2017
Trust Board Public	18-Jan-17	TB17/01/09	Quality Committee Report	Nurse staffing levels in Emergency Departments	To undertake review of resilience of nursing staff in EDs and report for consideration by Quality Committee	Chief Nurse	08-Mar-17	To close	Report on Nurse Staffing levels and Quality metrics in EDs was considered by Quality Committee on 22 February 2017
Trust Board Public	18-Jan-17	TB17/01/05	Chairman's Business	Pressures on the health and social care system in Oxfordshire, and throughout the NHS	To send a letter of appreciation to all staff on behalf of the Trust Board	Chief Executive	08-Mar-17	To close	
Trust Board Public	18-Jan-17	TB17/01/07	Patient Perspective		To send a letter of appreciation to the patient's family, thanking them for allowing the film to be made, and used within the Trust.	Chief Nurse	08-Mar-17	To close	Letter sent on 20 January 2017
Trust Board Public	18-Jan-17	TB17/01/23	Annual Review of Constitution and Reservation and Delegation of Powers and Standing Financial Instructions	Remit for workforce and investment	Executive Directors to review, and make recommendation, in the context of Board Review	Chief Executive	08-Mar-17	To close	To be considered further at the Trust Board meeting in private on 8 March 2017
Trust Board Public	18-Jan-17	TB17/01/20	Annual Review Patient and Public Participation Strategy 2016-2019		To share Strategy with the Trust's Patient Participation Group, and with the Governors' Patient Experience, Membership and Quality Committee	Chief Nurse	08-Mar-17	Open	
Trust Board Public	14-Sep-16	TB16/09/10	Quality Report	Recruitment of PALS staff	To keep the Board updated on progress in the recruitment of PALS staff	Chief Nurse	08-Mar-17	Open	Chief Nurse to provide update under Matters Arising at Trust Board meeting on 8 March 2017.
Trust Board Public	09-Nov-16	TB16/11/10	Quality Report	Theatres productivity	To monitor improvements in theatres' productivity, and report to the Trust Management Executive and the Quality Committee	Director of Clinical Services	12-Apr-17	Open	
Trust Board Public	18-Jan-17	TB17/01/14	Audit Committee Report	Information Governance toolkit	To submit Information Governance Toolkit Review to the Board	Chief Information and Digital Officer	10-May-17	Open	
Trust Board Public	14-Sep-16	TB16/09/16	Strategic Objectives		To update the Trust Board on development of the strategic objectives	Director of Assurance	10-May-17	Open	
Trust Board Public	18-Jan-17	TB17/01/20	Annual Review Patient and Public Participation Strategy 2016-2019		To report on progress against year 1 actions	Chief Nurse	12-Jul-17	Open	
Trust Board Public	09-Nov-16	TB16/11/11	Complaints and Patient Experience Annual Report 2015/16		To schedule for submission earlier in the cycle of business for 2017/18	Chief Nurse	12-Jul-17	Open	Currently scheduled in the Trust Board's Cycle of Business for submission in July 2017.
Trust Board Public	09-Nov-16	TB16/11/20	BRC3		To invite the Director of R&D to provide an update on the delivery of healthcare and basic research undertaken under the newly structured BRC.	Trust Secretary	13-Jul-17	Open	To schedule for consideration at a Trust Board Seminar in Q1/Q2 2017/18.
Trust Board Public	18-Jan-17	TB17/01/19	Ionising Radiation [Medical Exposures] Regulations		To undertake further work to improve cross-site working and update the Board	Medical Director	13-Sep-17	Open	
Trust Board Public	18-Jan-17	TB17/01/19	Ionising Radiation [Medical Exposures] Regulations		Audit Committee to consider the outcome of a proactive risk assessment and report back to the Trust Board	Medical Director	13-Sep-17	Open	