

Agenda item 1.iii

**Board of Directors - Part I
Action Checklist
Following: 7 December 2023 Meeting
Reporting to: 1 February 2024 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
36/24	7 Dec 23	4.ii	PIPR Report Provide the number of cath lab cases cancelled as a result of industrial action.	HM	Verbal update to meeting.	02/24
35/24	7 Dec 23	4.ii	PIPR Report Admitted care target to be revised to be set as an annual average.	SH/GR	On review as part of 24/25 reporting – due to come in Month 01 report (May Board meeting).	05/24
34/23	7 Dec 23	3.ii	Combined Quality Report Information to be shared with CC on the difference between coroner's inquiries, investigations and inquests.	MS	Meeting with CC to be held prior to Board on the 01/02.	02/24
33/23	7 Dec 23	1.v	Board Assurance Framework All BAFs with 'limited' assurance to be scrutinised.	EDs/Chairs	Under review at EDs.	02/24
32/23	2 Nov 23	5.i	R&D Update Learning from other centres to be considered in out approval process following receipt of valid applications.	PC/IS	Will look at rates at which studies are rejected at the end rather than the start of the governance process and will feed back.	03/24
31/23	2 Nov 23	5.i	R&D Update Questions on approach to increasing representation/EDI to be included in the study design process audit.	PC/IS	Meeting to discuss actions scheduled for 28/11 including PC, IS, and CC, JA.	03/24
30/23	2 Nov 23	5.i	R&D Update Summary of audits on compliance with research protocols to be added as a slide in the updated pack.	PC/IS	Will add slide on governance compliance to next update	03/24
29/23	2 Nov 23	1.vi	CEO's Update Consideration of the support needed for	EM/OM	Discussed with Trust Chair and cover for the Deputy CEO role to progress	02/24

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			the executive during TG's secondment.			
21/23	7 Sep 23	3.i	Q&R Committee Chair's Report PSIRF approach to be considered in Board review of risk appetite.	MS/KM		03/24
19/23	7 Sept 23	1.vii	Patient Story Follow up report to be brought on issues raised in relation to food and access to digital streaming services/games.	MS/AR	The nutrition group membership has been reviewed and they are now meeting on a regular basis and working through issues raised. They have already reviewed arrangements for patients own food.	03/24
18/23	6 Jul 23	6.i	Board Forward Plan Board IG training deferred and to be rearranged.	AR/AJ	Deferred – CW to provide a Teams option for Board members.	03/24
15/23	6 Jul 23	1.vi	CEO's Report Patient deferrals: Trend from DrDoctor review to be brought to Committee and Board.	HM	To be included in the work of harm reviews due to be brought back to Q&R in Sept/October. <i>Deferred as data review still WIP.</i>	04/24
11/23	4 May 23	3.ii	Combined Quality Report NHS Impact development session on continuous improvement to be added to Board development programme.	EM/KM	Added to Board Development plan date to be confirmed. Self-assessment against programme being undertaken by EDs.	(2024)

KM: Kwame Mensa-Bonsu: Associate Director Corporate Governance (w.e.f. 2 January 2024)