

**Board of Directors - Part I
Action Checklist
Following: 05 February 2026 Meetings
Reporting to: 05 March 2026 Meeting**

| Ref | BoD mtg | Agenda No. | Issue | Responsible Director/Owner | Action Taken | To Agenda/ Action Date |
|-------|------------|------------|---|----------------------------|--|-----------------------------|
| 35/25 | 04/09/2025 | 2.i | Medical Revalidation Annual Report Workforce Committee to consider what information was available on the quality of appraisals. | IS/SW | It was noted that OM would follow up with Dr Stephen Webb and that the report was expected at the Workforce Committee in January and would be made available to Board at the February meeting. Action was deferred to the March meeting. | 04/26 02/26 03/26 |
| 36/25 | 06/11/2025 | 5.ii | Papworth Integrated Performance Report HMC to provide a detailed breakdown of statistics for onward care patients, including active clocks and monitored patients, in the next financial year | HMc | HMc advised that the requested stats would be included in the PIPR form March onwards. EM stated that this item should be regularised in alignment with the PIPR. | 02/26 03/26 |
| 01/26 | 08/01/2026 | 1.vi | Board Assurance Framework The Board needed to reconsider its risk appetite for certain risks, especially where high ratings had been tolerated for an extended period. | JE | | 04/26 |
| 03/26 | 08/01/2026 | 4.ii | Papworth Integrated Performance Report (PIPR) Performance to draft PIPR would be developed and shared for Board consideration. | LS | EM advised that this is a larger piece of work aligned to operational planning and would be done in May, submitted in draft format to the Board and the action owner is the CFO. | 05/26 |
| 04/26 | 05/02/2026 | 1.ii | Minutes of the previous meetings JE/GM to correct minutes at Item 4.1 "DL" should be amended to DJ in order to give an accurate reflection of who made the comments. | JE | Amendment completed. Propose to Close | 03/26 |

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| 05/26 | 05/02/2026 | 2.i | <p>Organ Utilisation Strategy</p> <p>Transplant team to develop a Lung Transplant and EVLP Workforce Plan, add transplant survival metrics and clarify decline rates.</p> | EM | | TBD |
| 06/26 | 05/02/2026 | 4.i | <p>Board Annual Plan</p> <p>JE/GM to review the Board Annual Plan and implement improvements.</p> | JE/GM | | 04/26 |