**Board of Directors - Part I**
**Action Checklist**
**Following: 01 May 2025 Meeting**
**Reporting to: 05 June 2025 Meeting**

| Ref | BoD mtg | Agenda No. | Issue | Responsible Director | Action Taken | To Agenda/ Action Date |
|---|---|---|---|---|---|---|
| 05/25 | **09 Jan 25** | **1.vi** | **Board Assurance Framework**<br><br>BAF 1021: Potential for Major Organisational Disruption due to Cyber Breach – Re 6 Incomplete Business Continuity Disaster Recovery Plans.<br><br>Report on the EPRR programme to test 6 areas of the hospital site in January and February 2025, on their 'timeliness of standing back up and responsiveness' in case of an incident. | **HMc** | The report on the tabletop EPRR exercise will be ready for the May 2025 Performance Committee, as it needs alignment with the Trust's internal standards and the feedback from participants who attended.<br><br>The digital specific actions are being progressed as appropriate<br><br>==The report on the tabletop EPRR exercise – "Exercise Crash Point – Digital Outage" was reviewed at the May 2025 Performance Committee meeting.== | ~~05/25~~ 06/25 |
| 06/25 | **09 Jan 25** | **1.vi** | **Board Assurance Framework**<br><br>BAF 1021: Potential for Major Organisational Disruption due to Cyber Breach.<br><br>To arrange a Workshop session around the Trust's cybersecurity arrangements**.** | **EM/AR** | | ~~03/25~~ 07/25 |
| 08/25 | **09 Jan 25** | **8** | **Any Other Business – Combined Quality Report**<br><br>Mortality Data – Report on Gender-based Review | **IS** | | ~~05/25~~ 07/25 |

| Ref | BoD mtg | Agenda No. | Issue | Responsible Director | Action Taken | To Agenda/ Action Date |
|---|---|---|---|---|---|---|
| 13/25 | 06 Mar 25 | 8.ii | **Review of Actions and Items Identified for Referral to Committee/Escalation**<br><br>To submit the proposal around the categorisation of pathways for patients on waiting lists (as a risk management mechanism) to the Board after review by the Quality Committee. | HMc/MS | | 07/25 |
| 14/25 | 06 Mar 25 | 9 | **Any Other Business**<br><br>To include a section for questions from members of the public on the Board meeting agenda. | KMB | Part 1 Board Agenda Updated **- Completed** | 05/25 |
| 15/25 | 01 May 25 | 1.i | **Patient Story**<br><br>To provide the Board with data on the how emergency presentations to the TAVI service informed practice at the Trust | MS | | 07/25 |
| 16/25 | 01 May 25 | i.vii | **CEO Update**<br><br>To provide a comprehensive update on the status of SSIs in the Trust | MS | The update on the status of SSIs will be included in the June 2025 PIPR. The update will be reviewed by Board members during the July 2025 Board Committees meetings. | 09/25 |
| 17/25 | 01 May 25 | 2.iv | **Staff Survey Results**<br><br>On the issue of "physical violence" to give further consideration of the reasons for the scores on the relevant survey questions (with due regard the different perceptions and interpretations of the term "violence"). | OM | | 07/25 |
| 18/25 | 01 May 25 | 3.i | **Quality and Risk Committee (Q&R) Chair's Report**<br><br>To provide a report on the CT backlog issue, including lessons learned, corrective steps which need to be implemented, and the mitigations instituted to avoid a recurrence of the situation. | HMc | | 10/25 |

| Ref | BoD mtg | Agenda No. | Issue | Responsible Director | Action Taken | To Agenda/ Action Date |
|---|---|---|---|---|---|---|
| 19/25 | **01 May 25** | **6.i** | **Board Committee Terms of References (ToR)**<br><br>a.  TOR051 - Workforce Committee (ToR) – to include the monitoring of the compliance with the Medical Revalidation Framework and the Equality and Diversity System 2022 (EDS2) as duties of the Committee. | **KMB** | **Completed** | 06/25 |
| 20/25 | **01 May 25** | **6.1** | b.  TOR018 - Strategic Projects Committee (ToR), To include monitoring of the development of the Private Patients Strategy and Innovation as duties of the Committee. | **KMB** | **Completed** | 06/25 |
| 21/25 | **01 May 25** | **7.ii** | **Review of Actions and Items Identified for Referral to Committee/Escalation**<br><br>Board Planner – To add a one-off CT Backlog Lessons Learnt item to the planner. | **KMB** | **Completed** | 06/25 |