

Agenda item 1.iii

**Board of Directors - Part I  
Action Checklist  
Following: 4 February 2021 Meeting  
Reporting to: 1 April 2021 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
262	4 Feb 20	5.i	<b>GMC Survey Results 2020</b> Board to receive an update on how we use feedback from our Junior Doctors.  Director of Medical Education to be asked to talk to Liverpool Heart and Chest Hospital NHSFT to seek feedback on their good performance.	RH	Action in hand. COMPLETE	-
261	4 Feb 20	3.iii	<b>Combined Quality Report</b> AF to join a SIERP meeting to observe.	AF	AF in contact with AP and has joined a SIERP meeting. COMPLETE	-
260	4 Feb 20		<b>Board Assurance Framework</b> Further review requested for around approach to risk definition and scoring.	AJ/Board	The Board agreed for a review of the BAF to be undertaken with NED/ED input following the Board Development session. This is being scheduled.	June 21
259	4 Feb 20	3.i	<b>Q&amp;R Committee Chair's Reports</b> Board development requested to address consider BAF/ principle risks in the context of immediate and strategic risks and how risks are informed by the Trust's five year strategy.  The QIA to be circulated to DL.	MB/AJ  IG	<i>To be considered as a part of plans for Board development.</i>  COMPLETE	TBC
258	4 Feb 20	1.ii	<b>Action checklist</b> EDs to review dates of parked items	SP/EDs	Reviewed by EDs and updates are as set out in this report. COMPLETE	-
257	1 Oct 20		<b>Workforce</b> Basis for calculation of WRES data to be shared with CC	OM	OM/CC confirmed that this matter was resolved. CLOSED	-

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244	6 Aug 20	3.ii	<b>Combined Quality Report</b> Medical Examiner at NWAFT to be approached to ensure that information is provided to allow review of concerns raised. Response to be reviewed at Q&R.	RH	RPH medical examiner has liaised with NWAFT and RH has been in touch with the pathologist to seek clarification of the concerns raised. No further action required. COMPLETE	-
240	2 July 20	4.i	<b>Workforce Report</b> OM to consider how a proposal on reverse mentoring could be taken forward.	OM	RPH has joined the national reciprocal mentoring programme which will support 20 mentoring pairs across the organisation. COMPLETE	-
233	6 Feb 20	5.ii	<b>Guardian of Safer Working</b> Options for rota management would be taken to the Education Steering Group and reported to Q&R Committee	RH	Action on hold. Final rota management will be completed following the end of the pandemic.	TBC