

Agenda item 1.iii

**Board of Directors - Part I
Action Checklist
Following: 03 June 2021 Meeting
Reporting to: 01 July 2021 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
269	3 Jun 21	4	Values & Behaviours Framework Request to use consistent and clear language to ensure that staff can understand the framework: Review wording of 'team' actions to clarify ahead of launch. To revise the 'Excellence' behaviour descriptors to: innovate, learn, deliver.	LHJ (OM)	Completed	-
269	3 Jun 21	3.i	Q&R Committee Chair's Report The use of spotlight reports in PIPR to be used to provide in depth review in particular areas to allow more focused agenda for Performance Committee. Copy of Chair's Report to be circulated to the Board.	TG/GR AJ	Use of spotlight reports discussed at Performance Committee on 25/06. -	- Jun 21
268	3 Jun 21	2.b	PIPR EM to disaggregate reporting to allow a view of the progress in relation to each priority category.	EM		TBC
267	3 Jun 21	1.vi	Staff Story – Junior Doctors JR to discuss patient safety concerns raised by the feedback and AR to review the arrangements for secure communications to the junior medical	JR/AR	Patient safety concerns discussed with the Education team. Secure communications arrangements reviewed with ICT Operations lead.	-

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			staff.			
266	3 Jun 21	1.v	Chairman's Report NED link role for Allied Health Professionals to be established.	JR	The NED lead role is to be taken on by DL.	-
259	4 Feb 20	3.i	Q&R Committee Chair's Reports 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.	MB/AJ	<i>To be considered as a part of plans for Board development.</i>	TBC
233	6 Feb 20	5.ii	Guardian of Safer Working 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