

Agenda item 1.iii

**Board of Directors - Part I
Action Checklist
Following: 05 October 2023 Meeting
Reporting to: 2 November 2023 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
28/23	5 Oct 23	5.i	NHSE Provider Self-Assessment Comment to be added re RPH School	MS	Self-assessment updated.	-
27/23	5 Oct 23	3.ii	Combined Quality Report Information on inquest Patient D to be reviewed.	IS		11/23
26/23	5 Oct 23	2.ii	DWOD Report Calendar of events to be shared with NEDs.	SE/AJ	EDI network events can be accessed through the intranet https://staff.royalpapworth.nhs.uk/workforce-info-for-employees-staff-networks Other events are shared in staff briefings and planning for key events annual events is shared with NEDs. COMPLETE	-
25/23	5 Oct 23	2.ii	DWOD' Report Goals for VSM staff are to be included in our goals for progression for staff from a BAME background.	OM	Figures being brought together by Workforce Information team for inclusion in Trust Goals. COMPLETE	-
24/23	5 Oct 23	2.i	Workforce Committee Chair's Report Comparative data on sickness absence to be brought to the WFC.	OM	Data from CUH and NWAFT has been included in M06 PIPR and reporting will be established for the WFC. COMPLETE	-
23/23	5 Oct 23	1.vi	CEO's update MS to develop feedback routes for our long-term patients.	MS	This is to be incorporated in our Patient and Carer Engagement Strategy which is being prepared for April 2024. COMPLETE	-
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	MS/AR		11/23

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			Follow up report to be brought on issues raised in relation to food and access to digital streaming services/games.			
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.	-
17/23	6 Jul 23	4.ii	PIPR Board to schedule review of our response to Industrial Action.	HM	Interim learning report to coming to EDs and Committee in November and Board in December.	12/23
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 to Dec Board as data review still WIP.</i>	12/23
14/23	1 Jun 23	4.ii	PIPR Review of the baseline period for surgical mortality reporting in PIPR and revise KPI to refer to a ceiling rather than target rate.	HM	Agreed that Trust level mortality report will be taken to Q&R on a quarterly basis. COMPLETE	-
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.	(2024)
08/23	2 Mar 23	5.i	Trust Strategy 2020 – 2025 (RPH School) SPC to review the granularity on the targets and KPIs for each element of the Trust Strategy.	MS/OM/IS	Paper received at the October SPC meeting update included in SPC Chair's report. (Part II). COMPLETE	-
318	7 Jul 22	6	Research & Development Update on R&D working practices and delays in governance processes.	IS	Update on today's agenda. COMPLETE	-

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