

Agenda item 1.iii

**Board of Directors - Part I  
Action Checklist  
Following: 2 November 2023 Meeting  
Reporting to: 7 December 2023 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
32/23	2 Nov 23	5.i	<b>R&amp;D Update</b> Learning from other centres to be considered in our approval process following receipt of valid applications.	PC/IS	Will look at rates at which studies are rejected at the end rather than the start of the governance process and will feed back.	02/24
31/23	2 Nov 23	5.i	<b>R&amp;D Update</b> Questions on approach to increasing representation/EDI to be included in the study design process audit.	PC/IS	Meeting to discuss actions scheduled for 28/11 including PC, IS, and CC, JA.	02/24
30/23	2 Nov 23	5.i	<b>R&amp;D Update</b> Summary of audits on compliance with research protocols to be added as a slide in the updated pack.	PC/IS	Will add slide on governance compliance to next update	02/24
29/23	2 Nov 23	1.vi	<b>CEO's Update</b> Consideration of the support needed for the executive during TG's secondment.	EM/OM		12/23
21/23	7 Sep 23	3.i	<b>Q&amp;R Committee Chair's Report</b> PSIRF approach to be considered in Board review of risk appetite.	MS/KM		03/24
19/23	7 Sept 23	1.vii	<b>Patient Story</b> Follow up report to be brought on issues raised in relation to food and access to digital streaming services/games.	MS/AR	The nutrition group membership has been reviewed and they are now meeting on a regular basis and working through issues raised. They have already reviewed arrangements for patients own food.	-
18/23	6 Jul 23	6.i	<b>Board Forward Plan</b> 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	<b>PIPR</b>	HM	Interim learning report to coming to EDs and Committee in	-

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
			Board to schedule review of our response to Industrial Action.		November and Board in December. COMPLETE	
15/23	6 Jul 23	1.vi	<b>CEO's Report</b> 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 as data review still WIP.</i>	TBC
11/23	4 May 23	3.ii	<b>Combined Quality Report</b> 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. Self-assessment against programme being undertaken by EDs.	(2024)

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