

Agenda item 1iv

**Board of Directors - Part I  
Action Checklist  
Following: 6 September 2018 Meeting  
Reporting to: 4 October 2018 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
175	06 Sep 18	2.c.i	<b>Activity Recovery Plan</b> Detail plan setting out activity trajectories/ planned delivery numbers and anticipated gaps to be taken to Performance Committee	EM	Activity Recovery Plan Reporting provided to September Performance Committee	Closed
174	06 Sep 18	2.b.vii	<b>PIPR – Finance</b> Revised 2018/19 forecast outturn to be presented for approval by Board prior to submission to NHSI	RC	No proposed revision to forecast outturn (as set out in finance report).	Closed
173	06 Sep 18	2.b.v	<b>PIPR – People Management &amp; Culture</b> How do we capture the learning from the RP House move to inform our future plans	OM/EM/AR/JR	Review meeting to be scheduled	November 2018
169	02 Aug 18	1.vi	<b>Patient Story</b> The Board requested scrutiny of the cases listed prior to the patient at second listing.	RH/JR	To be reviewed at Q&R	November 2018
168	05 July 18	5.ii	<b>Workforce Report</b> To share information on Trust plans around unconscious bias training	OM	<u>Update October 2018</u> E-learning to be circulated to Non-Executive Directors after EDI review	October 2018
165	05 July 18	4	<b>Combined Quality Report</b> Report on the impact of the Operations Centre to be taken to Performance Committee.	EM	The report on the Operations Centre is included in the PIPR report for the October Board meeting.	Closed
157	3 May 18	4.i	<b>Combined Quality Report</b> Refreshed Clinical Education Strategy to be taken to Q&R and to come to Board in early summer.	JR	<u>Update October 2018</u> Draft reviewed at Q&R in September and agreed that it would be brought back to the November Q&R meeting.	December 2018

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150	3 May 18	1.iv	<b>Patient Story</b> Case to be discussed at M&M once post discharge feedback received patient.	RH	<u>October 2018:</u> Patient attended for review in June. AW due to have a follow up conversation with patient.	TBC
149	5 April 18	4.i	<b>Combined Quality Report</b> Link case risk and comorbidities to mortality and discussion at Q&R. Benchmark with Basildon mortality rate and report back to Board.	RH	<u>October 2018</u> This will now go to Q&R November and Board in December 2018.	December 2018