

Agenda item 1iv

**Board of Directors - Part I  
Action Checklist  
Following: 3 January 2019 Meeting  
Reporting to: 7 February 2019 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
192	03 Jan 19	3.i	<b>Board Assurance Framework</b> Content of the Executive Summary to be reviewed to ensure clarity.	AJ	Revised summary included in February BAF report	Closed
191	03 Jan 19	2.b.i	<b>PIPR – Safe</b> Spotlight on HII in the next PIPR report	(JR) IG	Report on HII included in PIPR	Closed
190	06 Dec 18	5.ii	<b>Education Strategy</b> Updated document to be taken to Charitable Funds Committee – 12th February 2019	JR	<u>February update:</u> Bid drafted for submission for CFC support.	Closed
189	06 Dec 18	5.i	<b>Research Strategy</b> P Maxwell response to be circulated to the Board	RZ (AJ)	Response circulated.	Closed
188	06 Dec 18	3.ii	<b>Quality Strategy</b> Final drafting of the strategy would be delegated to JR/SP	SP/JR	Complete	Feb 2019
184	06 Dec 18	2b	<b>PIPR – Same day admissions</b> A proposal on same day admissions would be brought to the Performance Committee in January.	EM		Jan 2019
183	06 Dec 18	2b	<b>PIPR - Lorenzo Optimisation</b> That AR to bring a report on competency to SPC and consider how patient feedback could be incorporated into this.	AR		Feb 2019
182	01 Nov 18	5	<b>R&amp;D</b> RH to prepare a paper for the Board on	RH		Feb 2019

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			future academic appointments.			
180	01 Nov 18	2.b.v	<b>PIPR: Apprenticeship Programmes</b> OM to provide overview to the Board	OM	Updated to be provided to the March Board	Mar 2019
179	01 Nov 18	2.b.ii	<b>PIPR: Analysis of cancellations</b> EM to provide analysis of cancellations including the NHS/Private rates of cancellation and cancellations that were documented at 'patient unfit' in September.	EM		Feb 2019
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	<u>Update February 2019</u> This is going to the HCT next week and then will go to PMG and through that to the next SPC	Closed
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
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>November 2018:</u> Feedback provided to October Board	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