

Agenda item 1iv

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

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
-	07 Feb 19	-	Board Learning Together – EDI Slide presentation to be shared with Board Unconscious bias e-learning to be issued Development session to be planned around NHS Diversity	OM	Timescale to be agreed for development session	March 18
197	07 Feb 19	3.vi	Seven Day Services Board Assurance Future reporting requirements/frequency to be confirmed.	RH	First live report added to Board forward plan for July 2019.	Closed
196	07 Feb 19	3.iv	Audit Committee Chair's Report Managing Conflicts of Interest: To add consultants to the definition of 'decision makers'	AJ	Policy update for Audit Committee agenda (14 March)	Mar 2019
195	07 Feb 19	3.iv	Audit Committee Chair's Report Review of Clinical Director appraisal process.	SP/RH/OM	Considered EDs on 26/02 and proposal included in DW&OD update for the March Board.	Closed
194	07 Feb 19	3.i	Board Assurance Framework Review to be undertaken with EDs to draw out highlights for the board.	AJ	BAF report to be scheduled for ED review prior to Board.	Mar 2019
193	07 Feb 19	2b	PIPR – In House Urgent Performance standards	EM	JQ attended presented to the February Performance Committee. Presentation to be circulated to the Board	Mar 2019
184	06 Dec 18	2b	PIPR – Same day admissions A proposal on same day admissions would be brought to the Performance Committee in January.	EM	Spotlight in PIPR sets out proposals for streamlining SDA process and increasing surgical elective Same Day Admissions.	Closed
183	06 Dec 18	2b	PIPR - Lorenzo Optimisation That AR to bring a report on competency to	AR		Apr 2019

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
			SPC and consider how patient feedback could be incorporated into this.			
182	01 Nov 18	5	R&D RH to prepare a paper for the Board on future academic appointments.	RH		Apr 2019
180	01 Nov 18	2.b.v	PIPR: Apprenticeship Programmes OM to provide overview to the Board	OM	Overview paper on March Board agenda.	Mar 2019
168	05 July 18	5.ii	Workforce Report To share information on Trust plans around unconscious bias training	OM	E-learning letter drafted and ready for issue.	<i>(to close once letter issued)</i>
150	3 May 18	1.iv	Patient Story Case to be discussed at M&M once post discharge feedback received patient.	RH	<u>November 2018:</u> Patient feedback was provided to October Board but need to confirm case reviewed at M&M or otherwise dealt with	TBC
149	5 April 18	4.i	Combined Quality Report 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. Original minute was: RH and JR to report to link risk to mortality and report to Q&R for Board assurance. Benchmark Basildon mortality rate with ours	December 2018