Board of Directors - Part I
Action Checklist
Following: 01 August 2019 Meeting
Reporting to: 05 September 2019 Meeting

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
215	Aug 19	5.ii	**Education Update** Professional Development Report (Appendix 2) to be circulated to the Board after the meeting	JR/AJ	Update circulated.	Closed
214	Aug 19	1.vii	**Patient Story** To discuss in room communications for patients using the TV screens with Matrons.	AR	Project started with Digital and Operational input that will put slides with key information onto the patient entertainment screens. Expected to be completed in October 2019.	Closed
213	Aug 19	1.vi	**CEO's Update** Letter providing initial feedback from CQC to be circulated to the Board.	AJ	Letter circulated	Closed
211	July 19		**Q&R Chairs reports** Review reports for committees to and consider whether they could be improved and still meeting national reporting requirements.	RH/JR	Progress made as reported in Q&R Chairs' report	Closed
210	July 19		**Q&R Chairs report** Explore transferrable learning from other industries in alert management (e.g. network/telecoms management)	RH/JR	Dr Webb is arranging Human Factors training. The trainers are all from non-health sectors.	Closed
209	July 19		**PIPR** OM to take discussion paper to Exec Committee on support for recruitment team	OM	Paper taken and approved at EDs 20.08.19	Closed

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204	**Jun 19**		**PIPR** Paper on opportunity for delivery of other rapid access pathways for ACS/Pacing to go to Q&R and Board	EM	On Board agenda Sept 2019	Closed
203	**02 May 19**	4.i	**Gender Pay Audit** Further analysis of how our workforce was made up and benchmarking of the audit data requested.	OM	Data to be reviewed through the EDI steering group in October and report to be brought back to Board in November. On Board forward planner for November.	Closed
201	**02 May 19**	3.ii	**Combined Quality Report** Board to receive a presentation on the E-Roster/safe care live system and reporting	JR	Date for presentation to be confirmed. To delivered after September system go live to allow live data review.	Oct 19
199	**28 Mar 19**	3.vi	**Board Self-Assessment** NED to review their Committee roles and discuss any concerns with JW	NEDs	Ongoing	
182	**01 Nov 18**	5	**R&D** RH to prepare a paper for the Board on future academic appointments.	RH	September 2019 An academic radiologist has been appointed as an Honorary Consultant at Royal Papworth Hospital and the University of Cambridge. Further appointments will be considered dependent upon funding and RPH research requirements. To be provided post move (RH away for July Board and so to be presented in August 2019)	Closed
150	**3 May 18**	1.iv	**Patient Story** Case to be discussed at M&M once post discharge feedback received patient.	RH	September 2019 Completed June 2019 Planned late follow up RH/JR to confirm discussion from M&M meeting.	Closed
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	September 2019 Reference should be made to publically available benchmark data, i.e. NICOR, which can be accessed through the SCTS website. October 2018 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	Closed