

Agenda item 1.iii

**Board of Directors - Part I
Action Checklist
Following: 1 October 2020 Meeting
Reporting to: 5 November 2020 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
257	1 Oct 20		Workforce Basis for calculation of WRES data to be shared with CC	OM		Dec 20
256	1 Oct 20		Combined Quality Report Staff debrief report to be circulated to Board	OM	Copy circulated with reference pack. COMPLETE	-
255	1 Oct 20		Q&R Chair's report Sam Nashef to be invited to present to Q&R	RH		TBC
254	1 Oct 20		BAF Q&R have requested a review of the reduction in rating of BAF 1929 staff engagement risk.	OM	Review undertaken. Risk rating had been reduced in error and this was revised in reports to Committee in October. COMPLETE	-
253	1 Oct 20		Matters arising NHSBT and ICNARC outcomes summaries to be shared with Board	RH	Reports circulated. COMPLETE	-
251	3 Sep 20	2.b	PIPR RH to bring an updated report on (Cardiac Surgery) mortality rates to the Board	RH	Report on Cardiac mortality rates brought to Q&R Committee November 2020. COMPLETE	-
250	3 Sep 20	2.a.ii	Restoration of Activity Reporting against system targets to be reflected in recovery monitoring.	EM	NHSI/E Targets included in report to October Board. COMPLETE	-
247	3 Sep 20	1.iii	Action Checklist To agree timeline for write up the learning from the hospital move and	SP/EDs	This duplicates item 229 now scheduled for Feb 21. COMPLETE	-

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			COVID experiences.			
246	6 Aug 20	6	Board Forward Planner This is to be reviewed to improve the effectiveness of the plan.	EDs/AJ	Updated and on Board Agenda. COMPLETE	-
244	6 Aug 20	3.ii	Combined Quality Report Medical Examiner at NWAFT to be approached to ensure that information is provided to allow review of concerns raised. Response to be reviewed at Q&R.	RH		Sep 20
242	6 Aug 20	1.v	CEO update Publication of learning from COVID19 and the functioning of the CDC to be submitted to HSJ as well as clinical journals. Kate Waters to be approached to support this.	RH	Proposals for publication being taken forward. COMPLETE	-
241	6 Aug 20	1.v	CEO update Board to receive highlight report on the staff debrief process following review through Q&R and PC.	JR/OM (IG/LHJ)	Staff debrief learning presented to Quality & Risk 27.08.20.	Oct 20
240	2 July 20	4.i	Workforce Report OM to consider how a proposal on reverse mentoring could be taken forward.	OM	Bid submitted to the RPH Charity for EDI Manager role which would support the establishment of this programme.	Sep 20
233	6 Feb 20	5.ii	Guardian of Safer Working Options for rota management would be taken to the Education Steering Group and reported to Q&R Committee	RH	Action on hold	TBC
230	6 Feb 20	2.b	PIPR Monitoring of mood and morale on Critical Care (CCA) to be taken to the CCA Working Group.	JR	A report on Critical Care was taken to the Performance Committee on the 30 July 2020 and the Committee were assured about the reinstatement of the overarching programmes of work in Critical Care. COMPLETE	-
229	6 Feb 20	1.vi	CEO's Update Hospital Move Lessons Learned document to be brought to Board.	TG	JW requested that a timeline be put in place for this action. This has been added to the forward agenda for February 2021. COMPLETE	-