

**BOARD ACTION SHEET PART 1**

KEY: **BLUE** = COMPLETE / **GREEN** = ON TRACK / **AMBER** = AT RISK / **RED** = LATE

Item No.	Date of Meeting	Item	Action(s)	Action by	Date to complete by	Date Completed / update
P1/132/19	26-Jun-19	Performance Committee ToR	Minor amendments to the ToR to be made.	AW	24-Jul-19	Complete - ToR has been updated with the requested amendments.
P1/128/19	26-Jun-19	Finance Report - Month 2	Confirmation to be provided as to whether Drugs and Therapeutics Committee had previously provided a presentation to the Board.	LB	24-Jul-19	Complete- reporting is provided through Quality Committee.
P1/124/19	26-Jun-19	Food Strategy Update	SH, the patient who provided the patient story at Board in March 2019, to be informed of the work being undertaken to address the issue he highlighted.	SL	24-Jul-19	Complete - letter sent to SH, dated 2 July 2019
P1/099/19	29-May-19	Integrated Performance Report	Detail of 'held' and 'upheld' claims to be included within future IPRs.	SL	24-Jul-19	To be included quarterly, from July 2019
P1/107/19	29-May-19	2018 Staff Survey	A further update will be provided to September/October Board.	JSh	Sept/Oct 19	In progress
P1/076/19	24-Apr-19	EU Exit - CCC Update	Lessons learned activity to be reported through the appropriate governance structure	HPC/AW	30-Jun-19	Complete
P1/049/19	27-Mar-19	CEO Report	An update on the risks regarding short-term funding for local and national cancer initiatives to be provided to Board in due course	LB	24-Jul-19	To be included within CEO Update
P1/038/19	01-Mar-19	Proposals for Governance	Board Development Programme to be shared with Board for review and approval	AW	24-Apr-19	Complete - on agenda
P1/005/19	30-Jan-19	Immunotherapy - Patient & Staff story	Immunotherapy KPIs to be developed and reported to the Board as part of the overall KPI reporting	JSp	24-Jul-19	These are being developed for Month 3 onwards
P1/011/19	30-Jan-19	Board Assurance Framework	Revised BAF to be prepared for the March Board.	AW	24-Jul-19	Complete - on agenda
P1/012/19	30-Jan-19	IPR Report - Month 9	Future performance and risk reports to be simplified and targeted to provide absolute clarity to where focus and attention by the Board and its Committees will be required	JSp/AW	24-Jul-19	Ongoing - the Performance Report is being refined. Revised approach to risk management and reporting is still in development - BAF and overall revised process for risk management will be presented to Trust Board in July 2019.
P1/013/19	30-Jan-19	Quarter 3 Report – Safe Working Hours: Doctors and Dentists in Training	Junior Doctors to present a staff story to the July 2019 Board	SK	24-Jul-19	Complete - on agenda