

BOARD ACTION SHEET PART 1

From meeting held: 6th September 2017

INCOMPLETE ACTIONS

Item No.	Date of Meeting	Item	Action(s)	Action by	Date to complete by	Date Completed / update
192/17	06/09/2017	Non-Executive Director Skills Review	Separate out skills on the skills matrix so they are shown on a line each rather than 2 skills together as they could be gained separately	AL	Nov '17	Complete
191/17	06/09/2017	Governance Review	On the new meeting schedule, show meetings such as Strategic Partnership Forum	AL	Nov '17	Complete
			Show Charitable Funds Investment Committee on the new meeting schedule	AL	Nov '17	Complete
			Keep existing Board dates in the diary following the new meeting schedule	AL	Nov '17	Complete
187/17	06/09/2017	Integrated Performance Report	Provide further informaton on Linac Downtime	BS	Nov '17	Verbal update to be provided
164/17	05/07/2017	Board Assurance Framework	To include the mitigation of reviewing NED's skills and Exec Director's portfolio's to reduce the risk and show the tri-angulation with WOD	AC	Nov '17	Complete - see agenda item P1/223/17
063/17	05/04/2017	Workforce & OD Quarterly Report	Revised workforce plan to be presented to the Board in the Autumn	HB	Feb '18 Oct '17	Work in progress - see agenda item P1/224/17
042/17	01/03/2017	TCC Integrated Performance Report	Clinical model including workforce assumptions report to future meeting	BS/HB	Feb '18 June '17	Work in progress - Timeframe revised in line with revision of Trust Strategy / Workforce plan for 2018-2022
043/17	01/03/2017	F&BD Committee Report	CPL market opportunities to be considered within Part 2 agenda prior to The Mater CEO visiting - schedule aligned to Quarterly Report	YB	TBC	Work in progress
012/17	01/02/2017	Chief Executive's Report	Invite members of the Academic Research team to a future Board Development session.	PK/AL	Nov '17 May '17	Work in progress - Board Development schedule being reviewed
			Cancer Alliance progress report to be included in the Board Development programme	AL	Nov '17 May '17	Work in progress - Board Development schedule being reviewed
246/16	07/12/2016	Declaration of Consultant's Interests	Defer report to 2017 when guidelines are published.	AL	Jan '18 March '17	Work in progress - timeframe revised to end of calendar year. MIAA completing a gaps analysis against the new guidance

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183/16	05/10/2016	Tell the Board	Bring a paper to a future Board meeting outlining the type of education that is provided across the Trust and how this is being co-ordinated by the <i>Workforce and Organisational Development Directorate</i> . Amend completed date to Feb '17	HB	Nov '17 April Feb '17	Work in progress - Trust Strategy currently being reviewed.