

**BOARD ACTION SHEET PART 1**

From meeting held: 1st November 2017

**INCOMPLETE ACTIONS**

Item No.	Date of Meeting	Item	Action(s)	Action by	Date to complete by	Date Completed / update
218/17	01/11/2017	Finance & Business Development Committee update report to Board	Forward suggestions of areas of strategic focus for discussion at future Board Development Sessions	ALL	Feb '18	Work in progress
215/17	01/11/2017	Finance Report - Month 6	F&BD Committee to discuss data reporting for Haemato-Oncology	YB	Feb '18	Work in progress
214/17	01/11/2017	Mortality Review	Clarify 0.5 figure shown for 'Total Number of Deaths' considered to have been potentially avoidable.	HP	Feb '18	Complete
			The term 'planned deaths' to be amended	HP	Feb '18	Complete
213/17	01/11/2017	Bi-Annual Safe Staffing Report	Quality Committee to review length of stay activity data.	MB	April '18	Work in progress
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	Complete - see agenda item P1/019/18
042/17	01/03/2017	TCC Integrated Performance Report	Clinical model including workforce assumptions report to future meeting	BS/HB	Feb '18 June '17	Complete - see agenda item P1/019/18
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.	PE/AL	April '18	Work in progress - Board Development schedule being reviewed
			Cancer Alliance progress report to be included in the Board Development programme	PE/AL	April '18	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	April '18 March '17	Work in progress - timeframe revised to end of calendar year. MIAA completing a gaps analysis against the new guidance
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 - Draft Strategy to be discussed at development session Feb '18 and presented to Board March '18 for approval.