

## Board of Directors (in Public) Item 8

Updated 31.01.17

| No.           | Agenda Item                                  | Action  | By Whom   | Progress   | Board review | Note                                      |
|---------------|--|---|-----------|--|--------------|---|
| January 2017  |  |   |           |  |              |   |
| 1             | 2.2 Biannual safe nurse establishment review | Amend frequency of review to annual in accordance with national guidance  | SP        | Completed  | n/a          | Business cycle updated (LL)               |
| 2             | 2.5 annual mortality review                  | Review definitions of 'avoidable' deaths when new guidance published and consider case for external input to mortality review process for such cases. | RAP       |  | April 17     |   |
| 3             | 2.6 DIPC Q3 Report                           | Update on progress with hand hygiene standards  | SP        |  | March 17     | Oral                                      |
| 4             | 6.2.1 IPC                                    | Consider early warning indicators for activity / performance targets and operational forecasting  | TW        | DHoO presentation to BoD 28.2.17 to provide insight into forecasting methodology | March 17     | Via IPC                                   |
| 5             | 6.2.3 People Committee                       | Receive assurance on effective management of organisational change in relation to consolidation of support services                                   | MJo / JTw |  | n/a          | People Committee – BAF Key Issues Reports |
| 6             |  | People Committee to be sighted on consultant job planning in relation to improved productivity  | MJo / JTw |  | n/a          | People Committee – BAF Key Issues Reports |
| December 2016 |  |   |           |  |              |   |
| 7             | 6.1 BAF – Q2 Review                          | Risk 4.5 to be evaluated following receipt of staff survey results  | DH (JTw)  |  | March 17     |   |

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|-----------------------|---|--|-------------|----------|--------------|---------------------------------------|
| <b>September 2016</b> |   |  |             |          |              |                                       |
| 8                     | 1.5 Chairman's Briefing                 | Accept and organise visit from Rt Hon Jeremy Hunt MP       | JTo         |          | Jan17        | Awaiting response from Jeremy Hunt/MP |
| 9                     | 2.4 Human Factors Improvement Plan      | Board to review progress in 6 months                       | SP          |          | March 17     | Main agenda refers                    |
| <b>April 2016</b>     |   |  |             |          |              |                                       |
| 10                    | 7.2 Assurance Committee Annual Reports  | Comprehensive evaluation of People Committee by March 2017 | JTw/<br>MJo |          | April 17     |                                       |
| <b>April 2015</b>     |   |  |             |          |              |                                       |
| 11                    | Finance Report for Period Ended 31.3.15 | Implement plan to improve management of debtors.           | CW          |          | ongoing      | Refer Agenda Items 4.2 and 6.2.1      |