

Board of Directors Meeting: Thursday 26 March 2009

Actions arising from previous meetings of the Board of Directors (BD)

Meeting date	Minute reference	Subject, and action resolved	By whom	If not completed, review progress by
20 November 2008	TB 76/08	Capacity Produce a post-meeting note about the need to release fixed costs as capacity reduced. <i>The requirement to release costs was built into the formal process that was taken forward with each Directorate in September and November 2008 to increase the savings target by £5M to £27M.</i>	CH	Completed
29 January 2009	BD 09/5	Robotic Surgery Submit an early request for related funding to the Charitable Funds Committee. <i>The Charitable Funds Committee considered this request at its meeting on Thursday 5 March 2009.</i>	FH, AMi	Completed
29 January 2009	BD 09/7	Capital Programme 2008/09 and 2009/10 Have sight of the revised capital programme for 2008/09 at the meeting of the Finance and Performance Committee on Friday 6 February 2009. <i>The Finance and Performance Committee considered this at its meeting on Friday 6 February 2009.</i>	CH	Completed
29 January 2009	BD 09/17	Cardiac Outcomes Record the Board's congratulations to Mr Sayeed and his colleagues on satisfactory performance in cardiothoracic surgery. <i>The Board's congratulations have been conveyed to Mr Sayeed.</i>	JM	Completed
29 January 2009	BD 09/9	Financial Performance: December 2008 Record the savings planned during 2009/10 for each quarter year.	CH	Ongoing
29 January 2009	BD 09/12	Standing Orders (SO) and Standing Financial Instructions (SFI) Include the suggestions for clarification in the SO and SFI to be prepared for the AFT.	JCP	Ongoing
29 May 2008	TB 37/08	Safe Birth: King's Fund Report on Recommendations for Trust Boards Submit a programme of actions to address the report's recommendations, to a future Board meeting. <i>The actions are included in the maternity services 'dashboard' submitted for consideration to the Board of Directors each quarter-year.</i>	G Walton	Ongoing

29 May 2008	TB 42 & 42a	Foundation Trust Application: Governance Structure Prepare a paper to give assurance on how matters that formerly went through the HR and Commercial Committee would be escalated to a Board meeting. This consideration was included in the redrafted terms of reference for the Commercial Committee. Separate action will follow for HR Committee.	SD	Ongoing
24 July 2008	TB 52/08	Emergency Department: Performance With Dr Melanie Darwent, report progress to a Board meeting in the autumn of 2008. <i>For consideration at a future Board of Directors meeting</i>	AM	31 March 2009
24 July 2008	TB 62/08	Infection Control: Work Programme for 2008/09 Respond to a member of the public about the process followed if samples were contaminated.	JM	31 March 2009
20 November 2008	TB 78/98	Business Planning 2009/10: Strategic Framework Submit the final Trust Business Plan to a future Board meeting. <i>To be considered at the Board of Directors meeting on Thursday 26 March 2009.</i>	AS	31 March 2009
29 January 2009	BD 09/4	Chief Executive's Report Consider an interim report on mixed-gender wards at a meeting of the Board of Directors by 31 March 2009. To be considered at the Board of Directors meeting on Thursday 26 March 2009.	ESH	31 March 2009
29 January 2009	BD 09/13	Board Assurance Framework (BAF) Ask the Governance Committee to review the BAF again before 31 March 2009.	JCP, AT	31 March 2009
29 January 2009	BD 09/16	Health Care Commission: Cardiothoracic Surgery Review Forward the report to the SHA, recommending that its Board of Directors signs off the action plan at its meeting in March 2009. <i>South Central Strategic Health Authority will sign off the review at its meeting on Thursday 26 March 2009</i>	ESH	31 March 2009
29 January 2009	BD 09/17	Cardiac Outcomes Ask the Governance Committee to continue to review the cardiac outcomes for two more years. <i>At its meeting on Wednesday 25 March 2009, the Governance Committee will be asked to continue this review.</i>	JC, AT	31 March 2011

Key

- Progress that can be reported since the last meeting is *indicated thus*.
- Progress that was reported to the last meeting has been deleted from the present schedule.
- Actions that are ongoing are retained in the present schedule.