

## 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 |
|-----------------|------------------|---|---------|--------------------------------------|
| 29 January 2009 | BD 09/13         | <b>Board Assurance Framework (BAF)</b><br>Ask the Governance Committee to review the BAF again before 31 March 2009.<br><i>The Governance Committee reviewed the BAF at its meeting on Wednesday 25 March 2009.</i>   | JCP, AT | Completed                            |
| 29 January 2009 | BD 09/16         | <b>Health Care Commission: Cardiothoracic Surgery Review</b><br>Forward the report to the SHA, recommending that its Board of Directors signs off the action plan at its meeting in March 2009.<br><i>South Central Strategic Health Authority signed off the review at its meeting on Thursday 26 March 2009</i> | ESH     | Completed                            |
| 26 March 2009   | BD 09/25         | <b>Plans and risks 2009/10</b><br>Consider a schedule of critical and non-critical capital schemes at the meeting of the Board of Directors on Thursday 23 April 2009.<br><i>The Board of Directors (BDC) considered this paper at its meeting on Thursday 23 April 2009.</i>                                     | CH      | Completed                            |
| 29 January 2009 | BD 09/9          | <b>Financial Performance: December 2008</b><br>Record the savings planned during 2009/10 for each quarter year.   | CH      | Ongoing                              |
| 29 January 2009 | BD 09/12         | <b>Standing Orders (SO) and Standing Financial Instructions (SFI)</b><br>Include the suggestions for clarification in the SO and SFI to be prepared for the AFT.  | JCP     | Ongoing                              |

|                 |             |  |          |              |
|-----------------|-------------|--|----------|--------------|
| 29 January 2009 | BD 09/17    | <p><b>Cardiac Outcomes</b></p> <p>Ask the Governance Committee to continue to review the cardiac outcomes for two more years.</p> <p>The Governance Committee agreed at its meeting on Wednesday, 25 March 2009, to continue to review the Cardiac outcomes for two further years.</p>   | JC, AT   | Ongoing      |
| 29 May 2008     | TB 37/08    | <p><b>Safe Birth: King's Fund Report on Recommendations for Trust Boards</b></p> <p>Submit a programme of actions to address the report's recommendations, to a future Board meeting.</p> <p><i>The actions are included in the maternity services 'dashboard' submitted for consideration to the Board of Directors each quarter-year.</i></p>  | G Walton | Ongoing      |
| 29 May 2008     | TB 42 & 42a | <p><b>Foundation Trust Application: Governance Structure</b></p> <p>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.</p> <p><i>This consideration was included in the redrafted terms of reference for the Commercial Committee. Separate action will follow for HR Committee.</i></p> | SD       | Ongoing      |
| 24 July 2008    | TB 52/08    | <p><b>Emergency Department: Performance</b></p> <p>With Dr Melanie Darwent, report progress to a Board meeting in the autumn of 2008.</p> <p>This requirement will be included in the overall re-consideration of performance data presented to the Board.</p>   | AMcL     | 31 July 2009 |
| 24 July 2008    | TB 62/08    | <p><b>Infection Control: Work Programme for 2008/09</b></p> <p>Respond to a member of the public about the process followed if samples were contaminated.</p>  | JM       | 31 May 2009  |
| 26 March 2009   | BD 09/27    | <p><b>Healthcare Commission: declaration of compliance with Standards for Better Health</b></p> <p>Review the domains and suggest pairing one other director with the lead for each domain, to add to Board confidence.</p>  | ESH      | 31 May 2009  |

|                      |                 |  |           |              |
|----------------------|-----------------|--|-----------|--------------|
| <b>26 March 2009</b> | <b>BD 09/25</b> | <b>Plans and risks 2009/10</b><br>Review the marketing strategy at the Board of Directors meeting on Thursday 21 May 2009.<br><i>Consideration of this strategy has been deferred to the subsequent Board meeting.</i>               | <b>AS</b> | 30 June 2009 |
| <b>26 March 2009</b> | <b>BD 09/30</b> | <b>Healthcare Commission: children's services follow-up review</b><br>Ask the Governance Committee to ensure that compliance with action plans deriving from external reports on clinical and social issues was monitored routinely. | <b>FC</b> | 31 July 2009 |

### 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.