

## Blood and Transplant

| Action Reference | Date Action Arose | Agenda Item                    | Item  | Owner      | Expected Close Date | Progress/Comments  | Status      |
|------------------|-------------------|--------------------------------|---|------------|---------------------|--|-------------|
| B43              | 29.03.22          | 8 - Risk Appetite              | It was agreed that the Board meets in a less formal setting to discuss and apply the risk appetite criteria to the Board Assurance Framework risks.   | H Gillan   | September           | Timeframe for the Board Workshop to be agreed.   | Open        |
| B46              | 29.03.22          | 8 - Risk Appetite              | It was suggested to consider splitting some of the elements that fall within the 'Legal, Regulatory and Compliance' risk impact area. The team agreed but requested six months for the new methodology to embed, then review progress and make necessary adjustments, in advance of a formal Risk Policy submitted for approval to Board in September 2022.                   | H Gillan   | September           | The first risk deep dive will take place later in May, which has risk appetite applied to it. After this, Board workshop will be scheduled. The group intends to talk about how we have experienced the implementation of risk appetite, including whether we have seen some disparity between parts of the organisation, different operations, levels etc. This is where feedback from Board Members and other Directors will be incorporated, and included it in the formal Risk Policy. | Open        |
| B45              | 29.03.22          | 11 - ARGC Readout              | Changes to financial delegations - Board was comfortable with the £10m limit over the life of a contract but wanted further consideration of a spend per year limit for major projects. The decision will be deferred to a delegated group – R Bradburn will share a proposal with P White, C St John and B Bassis, who will then notify the Board when the decision is made. | R Bradburn | TBC                 |  | Open        |
| B28              | 02.12.21          | 6 - Clinical Governance Report | Board to be updated on complaints data on an appropriate agreed frequency   | D Rose     | May/September       | A paper on Donor Complaints will be coming to May Board, and a paper on Patient/Hospital Complaints - to September Board (2022).   | In Progress |

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| B40 | 29.03.22 | 4 - Clinical Governance Report | CQC Inspection preparedness - revision pack is being pulled together to share with the Board members as soon as possible, individual briefings will be scheduled in as soon as NHSBT is notified of an upcoming inspection.   | H Gillan      | ASAP      | A briefing pack will be shared by end of May with the Non-Exec Directors.  | In Progress |
| B50 | 29.03.22 | 9.2 - Effectiveness Tracker    | The Board seeks assurance about Executive development plans, given the arrival of two new members next spring and the need for 're-connecting' which emerges from our findings<br><br><b>NHSBT Plan</b><br>CEO to obtain external input to design and implement a process to review ET effectiveness. CEO to report back to Board.  | B Bassis      | July      | The ET continues to hold regular team development offsites which are facilitated by our Head of Organisational Development. We will be using the Lencioni model (5 dysfunctions of a team) to assess and track our effectiveness. We will share the results of our baseline assessment at the next People committee. In the meantime, the recent Our Voice survey measured ET engagement at 8.8 (vs 7.5 for the wider organisation). | In Progress |
| B41 | 29.03.22 | 7 - Business Plan              | In relation to 'driving innovation to improve patient outcomes' and the particular milestone of 'establishing strategic agreement for datasets and application', it was suggested to have a Board level conversation at an appropriate time to establish it and understand how it will be managed through the overall Data Strategy.  | W Clark       | September | The Board will have the opportunity to discuss progress in September in the 6-monthly Business plan review and at the annual Data Strategy review.   | Closed      |
| B42 | 29.03.22 | 7 - Business Plan              | It was commented that clarity was required around how the volumes of activity for various service areas were expected to change next year in each of the service areas. It was suggested for this analysis to be included as part of the next review.   | W Clark / All | September | Targets for the year will be reported against in the monthly performance report. An update on progress will also be provided in September in the 6-monthly Business plan review.   | Closed      |
| B47 | 29.03.22 | 9.2 - Effectiveness Tracker    | Review of organisational performance metrics to ensure that these reflect the strategic priorities and are transformational in nature.<br><br><b>NHSBT Plan</b><br>Revise Performance Report to:<br>1) reflect agreed strategy<br>2) include a succinct cover page to display key metrics for transformation & operational performance.<br>3) Add Organisation Dashboard (see 12 below) | B Bassis      | May       | New Performance Report will be shared at May 2022 Board  | Closed      |