

ACTION LOG

**BOARD IN PUBLIC
29 NOVEMBER 2022**

Actions are RAG rated as follows:

ON TRACK
Action on track to complete

OFF TRAJECTORY
Action is behind schedule

DUE DATE PASSED
Action not completed by the due date

NOT YET DUE
Action is not due for completion

COMPLETED
Action completed
Proposed for closure

Meeting Date	Minute Ref./ Heading	Action	Lead	Action due date	Update on current position/ Progress	Status RAG Rating	Evidence of completion
29 March 2022	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.	Rebecca Tinker Interim Chief Digital & Information Officer	Sep-22	Update to be provided at the meeting. {It was noted at the September Board meeting, that this action would be considered at the November Board}.	AMBER	
29 March 2022	7 - Business Plan	Provide clarity around how the volumes of activity for various service areas were expected to change next year in each of the service areas. This analysis is to be included as part of the next review.	Julie Alexander Director of Strategy/ Executive Directors	Sep-22	Targets for the year are reported against in the monthly performance report. Update on progress is also be provided in the 6-monthly Business plan review.	BLUE	Monthly Performance Report and 6-monthly Business Plan review
27 September 2022	5 - Colindale Outline Business Case	Propose escalation parameters for Colindale programme Define very clear parameters at the full business case (FBC) stage.	Carl Vincent Chief Finance Officer	Jan-23	<u>Proposed escalation parameters for Colindale programme</u> Costs reported monthly to Project Team and Project Board (each phase will have a 10% contingency): – <ul style="list-style-type: none"> • Construction Project Managers discretion – 3% • Escalate to Project Team -3-5% • Escalate to Project Board 5-10% (to all contingency spent) • Escalate to Exec 10+% Timescales will be similar, but are yet to be finally agreed.	GREEN	
27 September 2022	7 - Our Voice Staff Survey and Result	Bring together in a coherent dashboard all the different plans for tracking individual initiatives and present an outline of what those measures are and how they are tracked.	Deborah McKenzie Chief People Officer	Jan-23	Update to be provided at the meeting.	WHITE	