

ACTION LOG

**BOARD MEETING IN PUBLIC
28 MARCH 2023**

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	Action Ref	Minute Ref./ Heading	Action	Lead	Action due date	Update on current position/ Progress	RAG Rating	Evidence of completion
29 Mar 2022	B41	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	Postponed	March 2023: This item has been included on the Board forward plan with a date to be agreed. It is therefore proposed that this action is closed. The Data strategy update to Board has been postponed whilst we establish the scope of a Data Transformation Programme that will deliver elements of the strategy. An update will come to Board for a discussion in FY23/24 encompassing both the Data strategy and the data transformation programme. With regards to the data sets required to drive innovation to improve patient outcomes, this will be addressed via: - BAF-06: this strategic risk should capture the work that needs to be done to address the risk that we cannot access the right data sets to understand patient outcomes. BAF – 06 strategic risk will be reviewed (deep dive) by the clinical governance committee in March - The data strategy will build the foundations that are required to enable to development of interoperable data sets - The specific work for each service area will be delivered through the service strategies and operational SMTs in Blood, OTDT and Clinical Services	BLUE	
27 September 2022	B44	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	Circulated to the Board ahead of the meeting	BLUE	
31-Jan-23	B46	3.1 CEO Board and Board Performance Report	Include a quantum graph to represent the RO gap for collections in further iterations of the performance report	David Rose Director of Donor Experience and Communications	May-23	The RO collection gap between actual and target is illustrated on slide 5 (row 1) of the performance report. The April performance report will include an end of year 22/23 summary for selected lead indicators, in addition to the standard performance reporting that is produced.	BLUE	
31-Jan-23	B47	3.4 Finance Report	G Mifflin to liaise with Company Secretary about which Board Committee to bring the Clinical Biotechnology Centre Business plan and agree a time scale.	Gail Mifflin Chief Medical Officer	Mar-23	Update to be provided.	GREEN	

Meeting Date	Action Ref	Minute Ref./ Heading	Action	Lead	Action due date	Update on current position/ Progress	RAG Rating	Evidence of completion
31-Jan-23	B48	4.3 Workforce Race Equality Standard	Split data geographically to give a regional view of racial disparities to highlight any problematic areas	Deborah McKenzie Chief People Officer	Mar-23	Circulated to the Board ahead of the meeting	BLUE	