

ACTION LOG

BOARD MEETING IN PUBLIC

29 September 2026 (updated to 22 September 2026)

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
24/03/2026	PB14/26	3.2 Performance and Risk Report	Donor Base metrics – determine how the active donor base should be defined, how it is measured and how improvements are achieved.	Mark Chambers	Sep-26	A paper is included as agenda item 4.1 proposing the position and is for the Board's approval.	Completion at September Board	Agenda item 4.1, Board meeting 29/09/2026
18/05/2026	PB15/26	3.4 Corneal Donation Update	Board to receive an update on how corneal donation targets are to be met in September/December 2026	Anthony Clarkson	Sep/Dec-26	An update was provided within the 'Organ and Tissue Donation Transformation Programme – Cornea Donation and Marketing, Communications and Engagement Strategy' paper presented to the Board in July 2026. The Performance Report will provide further updates.	Completed	Agenda item 2.4, Board meeting 21/07/2026
18/05/2026	PB17/26	4.2 Standing Orders, Scheme of Delegations and Standing Financial Instructions	Scheme of Delegations to return to Board following discussion re: CEO and Board approval levels for business cases.	Chief Financial Officer	Dec-26	A proposal related to business case approval levels is planned to be considered by the Audit, Risk and Governance Committee at their December meeting. This will then be considered by the Board at their January 2027 meeting. Any changes to NHSBT's governance documents will then be proposed to the Board for approval within the normal review cycle (March 2027).	On Track	
21/07/2026	PB18/26	4.1 Conflicts of Interest Policy	ARGC to consider further whether the scope for Conflicts of Interests declarations should be extended to additional colleagues.	Silena Dominy	Apr-27		Not yet due	
21/07/2026	PB19/26	5.1.1 Board Committee Terms of Reference Annual Review	Clinical Governance Committee membership and Terms of Reference to be fully reviewed post completion of the Clinical Governance Review.	Silena Dominy/Helen Gillan	Jan-27		Not yet due	