

**BOARD MEETING - THURSDAY 26 JANUARY 2017
ACTION LOG**

Ref	Subject	Action Required	Owner	Date raised	Date due	Progress/Comment	Completed
BM/16/65 para 2.2	Minutes and matters arising from the meetings held on Thursday 26 May and Thursday 30 June 2016	The Chair requested that representatives from NHS England and the Care Quality Commission would be invited to attend NHS Improvement Board and committee meetings on a regular basis.	Jessica Dahlstrom	28/07/2016	31/03/2017	A representative from NHS England attended the last NHS Improvement Board in November 2016. A representative from CQC will be attending the NHS Improvement Board meeting on 30 March 2017. NHS Improvement will be liaising with both NHS England and CQC regarding attendance at future Board meetings in 2017/18.	Complete
(BM/16/101(P) para 19.1	Assurance and Risk Management Framework	It was noted that further work was outstanding on the strategic risk register of the organisation, and an invitation was extended to Non-Executive Directors of the Board to attend the next meeting of the Audit and Risk Assurance Committee where the matter of NHS Improvement's risk appetite would be discussed.	Jessica Dahlstrom	29/09/2016	Dec-16	A Board Development session took place on the 15 December where the discussion was focussed on risk.	Complete

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BM/16/105 para 4.4	Update on Sustainability and Transformation Plans	The Board highlighted the need for STPs to be realistic in terms of activity projections and in terms of capital plans. It was noted that a paper on capital planning would be brought to the Board at a future meeting.	Bob Alexander	24/11/2016	30/03/2017	A paper will be taken to a future NHS Improvement board meeting. Date to be confirmed.	In hand