

**BOARD MEETING - THURSDAY 25 MAY 2017  
ACTION LOG**

Ref	Subject	Action Required	Owner	Date raised	Date due	Progress/Comment	Completed
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	20/07/2017	A paper will be taken to a future NHS Improvement board meeting. Date to be confirmed.	In hand
BM/17/03 para 4.4	Chief Executive's report	The Board requested that a paper would come to the next Board meeting on 30 March 2017 setting out lessons learned from the winter period, and that independent input into the analysis would be sought.	Jim Mackey	26/01/2017	25/05/2017	A paper will be presented to the private session of the Board on 25 May 2017.	Completed
BM/17/21 para 4.3	Update on Sustainability and Transformation Plans	Public accountability would be discussed at a joint meeting of NHS Improvement's and NHS England's Audit and Risk Assurance Committees scheduled for June 2017. It was noted that colleagues from the Care Quality Commission's Audit and Risk Assurance Committee would also be invited to attend this meeting.	Jessica Dahlstrom	30/03/2017	20/07/2017	A new date for the joint meeting is to be confirmed. CQC have been informed and will be invited to this meeting once scheduled.	In hand

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Oral item para 5.1	Questions and comments from the public	It was noted that while all STPs aimed to reduce inequality, the confidence in the realisation of this ambition varied by area. A local example from Gloucestershire was considered, and the Executive Director of Nursing undertook to follow up with the Chief Nursing Officer who was due to visit this area, and report back to the Board.	Ruth May	30/03/2017	20/07/2017	The Chief Nursing Officer and NHS Improvement Non-Executive Director will visit Gloucestershire on 9 June 2017. This will be reported to the Board on 20 July.	In hand
BM/17/28(P) & BM/17/29(i)(P) para 7.9	Baseline projections for 2017/18 and implications (BM/17/28(P)) and Business Plan and Remit Letter	The Board requested that the Executive Team would continue work on the baseline projections for 2017/18 and on NHS Improvement's Business Plan and Remit Letter. Both documents would be circulated to the Board in correspondence for comments and would come to the Board meeting in May 2017 for final approval.	Bob Alexander, Ben Dyson	30/03/2017		A final paper will be presented to the private session of the Board on 25 May 2017.	Completed