

**BOARD MEETING - THURSDAY 30 NOVEMBER 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	25/01/2018	NHS Improvement officers remain in discussion with DH regarding the capital framework for this and future years, the resources and sector outlook. The Autumn Budget Statement scheduled for 22nd November will give DH officials and ourselves key information that will enable a further update to be provided at the January 2018 meeting.	In hand
BM/17/66 para 8.4		The Board requested that a further update be given in due course.	Bob Alexander	20/07/2017			
BM/16/105 para 4.4	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	25/01/2018	Awaiting confirming from NHS England on dates when their Audit Committee's availability. Now investigating the possibility of this meeting being arranged in early 2018.	In hand
BM/17/66 para 8.4							
Oral item para 6.2	Questions and comments from the public	It was noted that a public discussion on preparing the response to crises such as these would be held by the Board at a future date.	Ed Smith, Sigurd Reinton and Jessica Dahlstrom	25/05/2017	25/01/2018	This topic was discussed in private on 28 September 2017. A discussion is currently planned for the public Board meeting in January 2018.	In hand

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BM/17/52(P) para 6.4	NHS Improvement's values and behaviours	The Board approved the proposed values and behaviours, subject to consideration being given to how to measure progress and demonstrate adoption to stakeholders. The Board also requested that regular updates on implementation be given to the Internal Operations Committee, the Executive Committee and to the Board.	Aidan McCormack	20/07/2017	25/01/2018	An update was due to be provided at the November Board meeting but this has been deferred until January as the new CEO's input will be sought.	In hand
BM/17/53(P) para 7.3	NHS Improvement's approach to patient safety strategy	The need to clarify NHS Improvement's and other Arm's Length Bodies' individual responsibilities in safety issues and safety issue data collection reporting was emphasised.	Kathy McLean	20/07/2017	23/11/2017	Our approach to patient safety' document has been updated clarifying individuals responsibilities in safety issues and safety issue data collection reporting.	Complete
BM/17/66 para 14.2	Challenged providers	The Board emphasised the importance of keeping the number of providers subject to Special Measures at a manageable level. The need to review the process once the new Chairman and Chief Executive have been appointed was also noted.	Stephen Hay	20/07/2017	25/01/2018	To be addressed when new Chairman and Chief Executive in place.	In hand

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BM/17/66 para 16.5	Technology and cybersecurity	It was noted that the immediate response implementation plan developed by the Department of Health had identified the need to use arm's length bodies to ensure that the data security standards were implemented. The importance of ensuring NHS Improvement could fulfil its commitments was emphasised and the Board requested that a plan be developed, which would include resource allocations and joint working arrangements, and presented at the Board meeting on 28 September 2017.	Will Smart	20/07/2017	23/11/2017	Discussed at TDAC on 13 September 2017 (see corporate report). A paper to the Board is on the agenda for the meeting on 23 November 2017.	In hand