Meeting date	Min ref	Action	Action owner	Status	Due by	Update	Closed on
23/05/2023	6.1	Patient Story • Provide members information on governance around the Ward volunteer role to provide assurance	Nurse Director/ HoCG	Complete	14/08/2023	Information issued by members by email 30/05/23	30/05/2023
23/05/2023	11.4	Risk Management Strategy • Change statement on approving the Risk Appetite Statement to "every two years as a minimum or earlier if appropriate".	Medical Director	Complete	Immediate	Change has been made to approved Risk Management Strategy	25/05/2023
28/03/2023	6.2 (031-2023)	Patient experience report: • Provide members with the national criteria for CO responses being minimally or mildly critical • Themes related to patients being treated in a respectful and person-centred manner would be included in a future themed report to HGC.	Nurse Director	In progress	23/05/2023	• Information on Criticality Criteria from Care Opinion issued by email 04/08/2023. • No date yet agreed for themed report to HGC	04/08/23 TBC
28/03/2023	6.3 (032-2023)	HCAI reporting: • Consider how the most up to date data available can be presented to Board	Nurse Director	Complete	23/05/2023	Chair supported an improved governance reporting schedule. Acknowledged the need to align with reporting of national data which is published quarterly.	13/07/2023
28/03/2023	7.2 (035-2023)	Member responsibilities: • Virtual paper to be issued for approval and submitted to May Board for homologation	HoCG	Complete	23/05/2023	Proposals agreed by email April 2023 and paper submitted to 23 May Board	01/05/2023
28/03/2023	9.1 (047-2023)	Performance Reporting: • Reporting on the Annual Delivery Plan (due for submission summer 2023) and improvement trajectories will be reported in performance reports to board to monitor progress following agreement of the ADP expected in late Summer.	Director of T&S	Complete	Dependent on ADP approval date	Reporting on compliance with ADP trajectories is included in Performance Management Reports to Board from August 2023	27/07/2023
No actions from 30 January 2023 Board meeting							