

BOARD OF DIRECTORS OPEN MEETING AGENDA

Date:	Thursday 9 January 2020	Time:	10:45-13:15
Venue:	Listening for Life Centre, BRI	Chair:	Dr Maxwell Mclean, Chairman

10.45am - Caroline Carrass, Enhanced Care Lead Nurse and Liz Price Lead Nurse Palliative Care in attendance for 'Richard's Story'

Time	No.	Agenda Item	Lead	Outcome	Papers attached
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Section 1: Opening matters					
10.45		Chairman's Opening remarks	Chairman		Verbal
	Bo.1.20.1	Apologies for Absence	Chairman	To note	Verbal
	Bo.1.20.2	Declarations of Interest	Chairman	To note	Verbal
	Bo.1.20.3	Patient Story – Richard's Story	Chief Nurse	To note	Verbal

Section 2: Business from Previous Board Meeting					
11.05	Bo.1.20.4	Minutes of the meeting held on 7 November 2019	Chairman	For approval	Bo.1.20.4
	Bo.1.20.5	Matters Arising	Chairman	To note	Verbal

Section 3: Business Reports					
11.15	Bo.1.20.6	Report from the Chairman	Chairman	To note	Bo.1.20.6
	Bo.1.20.7	Report from the Chief Executive	Chief Executive	To note	Verbal

Section 4: Delivery of the Trust's Clinical Strategy					
11.30	Bo.1.20.8	Integrated Dashboard	Chief Executive	To note	Bo.1.20.8
	Bo.1.20.9	Report from the Integrated Governance and Risk Committee	Chief Executive	For decision	Bo.1.20.9 To be tabled
	Bo.1.20.10	Board Assurance Framework and Risk Appetite Statement	Chief Executive	For decision	Bo.1.20.10 To be tabled

Section 4a: Quality					
11.45	Bo.1.20.11	A Report from the Chair of the Quality Committee	Chair of the Quality Committee	To note	Bo.1.20.11
	Bo.1.20.12	Board Assurance Framework: Strategic Objectives 1 and 4	Chief Executive	For decision	Refer to Bo.1.20.10

Section 4b: Finance & Performance					
12.00	Bo.1.20.13	Report from the Chair of the Finance and Performance Committee	Chair of the Finance & Performance Committee	For decision	Bo.1.20.13
	Bo.1.20.14	Business Case – The delivery of Blue Zone and the transfer of Acute Renal to Ward 10	Chief Operating Officer	For approval	Bo.1.20.14
	Bo.1.20.15	Board Assurance Framework: Strategic Objectives 2a and 2b	Chief Executive	For decision	Refer to Bo.1.20.10

Section 4c: Workforce					
12.20	Bo.1.20.16	Report from the Chair of the Workforce Committee	Chair of the Workforce Committee	To note	Bo.1.20.16
	Bo.1.20.17	Board Assurance Framework: Strategic Objective 3	Chief Executive	For decision	Refer to Bo.1.20.10

Section 4d: Partnerships					
12.35	Bo.1.20.18	Report from the Chair of the Partnership Committee	Chair of the Partnership Committee	To note	Bo.1.20.18
	Bo.1.20.19	Board Assurance Framework: Strategic Objective 5	Chief Executive	For decision	Refer to Bo.1.20.10

Section 4e: Audit and Assurance					
12:45	Bo.1.20.20	Report from the Chair of the Audit & Assurance Committee	Chair of the Audit & Assurance Committee	To note	Bo.1.20.20

Section 5: Governance					
12.55	Bo.1.20.21	Sustainable Development Management Plan including waste management	Chief Operating Officer	For approval	Bo.1.20.21
	Bo.1.20.22	Register of Board of Directors Declaration of Interest	Director of Governance & Corporate Affairs	To note	Bo.1.20.22
	Bo.1.20.23	Charity ISA 260, Draft Annual Report & Accounts and draft Letter of Representation	Director of Finance	For approval	Bo.1.20.23
	Bo.1.20.24	Draft Public and Patient Engagement Strategy	Director of Governance and Corporate Affairs	For approval	Bo.1.20.24
	Bo.1.20.25	Audit and Assurance Committee Annual Report	Chair of the Audit and Assurance Committee	For Approval	Bo.1.20.25

Section 6: Board Meeting Outcomes					
13.15	Bo.1.20.26	Any other business	Chairman	To note	Verbal
	Bo.1.20.27	Issues to add to Strategic Risk Register	Chairman	For decision	Verbal
	Bo.1.20.28	Issues to escalate to NHS Improvement	Chairman	For decision	Verbal
	Bo.1.20.29	Issues to be reported to Care Quality Commission	Chairman	For decision	Verbal
	Bo.1.20.30	Items for Corporate Communications	Chairman	For decision	Verbal
	Bo.1.20.31	Date and time of next meeting 12 March 2020 10.45am	Chairman	To note	Verbal

Annexes for the meeting of the Board of Directors 9 January 2020

Annex 1 : For Information: routine reports received by the Board of Directors				
Bo.1.20.32	Finance Report	Director of Finance	To note	Bo.1.20.32
Bo.1.20.33	Performance Report	Chief Operating Officer	To note	Bo.1.20.33
Bo.1.20.34	Workforce Report	Director of Human Resources	To note	Bo.1.20.34

Annex 2: For Information – reports received by Board Committees				
Bo.1.20.35	Quality & Workforce Committee: Nurse Staffing Data Publication September & October 2019	Chief Nurse	To receive	Bo.1.20.35
Bo.1.20.36	Quality & Workforce Committee: Freedom to Speak Up Q2 Report	Chief Nurse	To receive	Bo.1.20.36
Bo.1.20.37	Quality Committee: Infection Prevention & Control Report July – October 2019	Chief Nurse	To receive	Bo.1.20.37
Bo.1.20.38	Quality Committee: Patient Experience Q1 & Q2 Reports	Chief Nurse	To receive	Bo.1.20.38
Bo.1.20.39	Quality Committee: Safeguarding Children Update – November 2019	Chief Nurse	To receive	Bo.1.20.39
Bo.1.20.40	Quality Committee: Safeguarding Adults Update – December 2019	Chief Nurse	To receive	Bo.1.20.40
Bo.1.20.41	Workforce Committee: Guardian of Safe Working Hours Q2 report	Chief Medical Officer	To receive	Bo.1.20.41
Bo.1.20.42	Workforce Committee: Equality & Diversity Update	Director of Human Resources	To receive	Bo.1.20.42
Bo.1.20.43	Partnership Committee: Stakeholder Engagement	Director of Strategy and Integration	To receive	Bo.1.20.43

Annex 3: For Information – Board Committee Governance				
Bo.1.20.44	Confirmed Finance and Performance Committee Minutes: October 2019	Chair of the Finance & Performance Committee	To receive	Bo.1.20.44
Bo.1.20.45	Confirmed Quality Committee Minutes: October 2019	Chair of the Quality Committee	To receive	Bo.1.20.45
Bo.1.20.46	Confirmed Workforce Committee Minutes: November 2019	Chair of the Workforce Committee	To receive	Bo.1.20.46
Bo.1.20.47	Confirmed Partnerships Committee Minutes: September 2019	Chair of the Partnerships Committee	To receive	Bo.1.20.47
Bo.1.20.48	Confirmed Charitable Funds Committee minutes: July 2019	Chair of the Charitable Funds Committee	To receive	Bo.1.20.48
Bo.1.20.49	Confirmed Audit & Assurance Committee minutes: July 2019	Chair of the Audit & Assurance Committee	To receive	Bo.1.20.49