

BOARD OF DIRECTORS MEETING IN PUBLIC AGENDA

Date:	Wednesday 20 January 2021	Time:	09.30 – 13.30
Venue:	Microsoft Teams meeting	Chair:	Dr Maxwell Mclean, Chairman

In light of the Government restrictions to groups of people meeting, our meeting of the Board of Directors will take place virtually, and will not be open to the public. The agenda and papers are available on our website and any feedback in relation to their content should be provided to Jacqui Maurice, Head of Corporate Governance (jacqui.maurice@bthft.nhs.uk) in the first instance. In due course the minutes of this meeting will be published.

- Wendy McQuillan and Amit Bhagwat Governors observing
- Awais Habib, General Manager\Elderly, Intermediate Care, Stroke and Specialist Medicine observing
- 09:30-09:50 – Rukeya Miah, Matron, SLH | Rheumatology | Renal Medicine and Cordy Gaubert, Extended Scope Physiotherapist, Rehabilitation for agenda item Bo.1.21.3
- 11:10-11:20 Sara Hollins, Head of Midwifery & Carolyn Robertson, Consultant Obstetrician and Urogynaecologist for agenda item Bo.1.21.11

Time	No.	Agenda Item	Lead	Outcome To alert To approve To advise To assure	Papers attached
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Section 1: Opening matters					
09:30		Chairman's Opening remarks	Chairman		Verbal
	Bo.1.21.1	Apologies for Absence	Chairman	To advise	Verbal
	Bo.1.21.2	Declarations of Interest	Chairman	To advise	Verbal
	Bo.1.21.3	Patient story	Chief Nurse	To assure	Presentation

Section 2: Business from Previous Board Meeting					
10.00	Bo.1.21.4	Minutes of the meeting held on 12 November 2020	Chairman	To approve	Bo.1.21.4
	Bo.1.21.5	Matters Arising	Chairman	To advise	Verbal

Section 3: Business Reports					
10.10	Bo.1.21.6	Report from the Chairman	Chairman	To note	Bo.1.21.6
	Bo.1.21.7	Report from the Chief Executive	Chief Executive	To advise	Verbal

Section 4: Delivery of the Trust's Clinical Strategy					
10.40	Bo.1.21.8	Report from the Chair of the Regulation & Assurance Committee	Chairman	To note	Bo.1.21.8
	Bo.1.21.9	Integrated Dashboard	Chief Executive	To assure	Bo.1.21.9

Section 4a: Quality					
11.00	Bo.1.21.10	Quality Oversight Report (incorporating Quality Dashboard)	Chief Medical Officer and Chief Nurse	To assure	Bo.1.21.10

11.10	Bo.1.21.11	Ockenden Review of Maternity Services and BTHFT Assurance Assessment Tool	Chief Nurse	To assure	Bo.1.21.11
11.20	Bo.1.21.12	Maternity Services update – December 2020	Chief Nurse	For decision	Bo.1.21.12
	Bo.1.21.13	CQC action plan update	Chief Nurse	To assure	Bo.1.21.13
	Bo.1.21.14	COVID-19 vaccine presentation	Chief Nurse	To assure	Bo.1.21.14

Break at 11.40 for 10 mins (resume again at 11.50)

Section 4b: Finance & Performance					
11.50	Bo.1.21.15	Finance and Performance Dashboard	Director of Finance and Chief Operating Officer	To assure	Refer to Bo.1.21.9
	Bo.1.21.16	Financial Plan 2021/22 Update	Director of Finance	To advise	Verbal
	Bo.1.21.17	Medical Records off site tender	Director of Estates & Facilities	To approve	Deferred to March 2021

Section 4c: People					
12.15	Bo.1.21.18	People Dashboard	Director of HR	To assure	Refer to Bo.1.21.9
	Bo.1.21.19	Staff Wellbeing & Resilience	Director of HR	To note	Bo.1.21.19
	Bo.1.21.20	Equality & Diversity Council	Chief Executive	To advise	Verbal

Section 4d: Partnerships					
12.35	Bo.1.21.21	Partnership Dashboard	Director of Strategy and Integration	To assure	Refer to Bo.1.21.9
	Bo.1.21.22	Response to NHSE/I Consultation on Integrating Care	Director of Strategy and Integration	To advise	Bo.1.21.22

Section 4e: Audit and Assurance					

Section 4f: Delivery of the Trust's Clinical Strategy					
12.55	Bo.1.21.23	Board Assurance Framework, Strategic Risk Register and Risk Appetite Statement	Chief Executive	For decision	Bo.1.21.23

Section 5: Governance					
13.05	Bo.1.21.24	Annual progress report – green plan	Director of Strategy and Integration	To note	Bo.1.21.24
	Bo.1.21.25	Ratification of Emergency Decision – COVID-19 Vaccine Programme	Chairman	To ratify	Bo.1.21.25
	Bo.1.21.26	NED Committee Memberships / Audit Committee Terms of Reference	Chairman	To approve	Bo.1.21.26
	Bo.1.21.27	Draft board work plan 2021	Chairman	To approve	Bo.1.21.27

Section 6: Board Meeting Outcomes					
13.20	Bo.1.21.28	Any other business	Chairman	To alert	Verbal
	Bo.1.21.29	Issues to add to Strategic Risk Register	Chairman	To approve	Verbal
	Bo.1.21.30	Issues to escalate to NHS Improvement	Chairman	To approve	Verbal
	Bo.1.21.31	Issues to be reported to Care Quality Commission	Chairman	To approve	Verbal
	Bo.1.21.32	Items for Corporate Communications	Chairman	To approve	Verbal

Bo.1.21.33	Date and time of next meeting Thursday, 18 March 2021	Chairman	To advise	Verbal
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Annexes for the meeting of the Board of Directors 20 January 2021

Annex 1 : For Information: routine reports received by the Board of Directors				
Bo.1.21.34	Finance Report – Month 9	Director of Finance	To note	Bo.1.21.34
Bo.1.21.35	Monthly Performance update – November 2020	Chief Operating Officer	To note	Bo.1.21.35

Annex 2: For Information – reports received by Board Committees				
Bo.1.21.36	Confirmed Charitable Funds Committee minutes: <ul style="list-style-type: none"> • 16 July 2020 • 30 September 2020 (extraordinary meeting) 	Chair of the Charitable Funds Committee	To receive	Bo.1.21.36
Bo.1.21.37	Confirmed Regulation Committee minutes: <ul style="list-style-type: none"> • 14 October 2020 • 18 November 2020 	Chair of the Regulation Committee	To receive	Bo.1.21.37

Annex 3: For Information – Board Committee Governance				