

BOARD OF DIRECTORS MEETING IN PUBLIC AGENDA

Date:	Thursday, 18 November 2021	Time:	09:30 – 13:50
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 (corporate.governance@bthft.nhs.uk) in the first instance. In due course the minutes of this meeting will be published and a recording of the meeting will be available on the Trust's [YouTube channel](#).

- Helen Wilson, Governor observing
- Stephanie Hattersley, shadowing NED attending
- 09:30-10:00 – Rishi Khanna, Marianne Downey, Bashir Ahmed for Bo.11.21.3 – Getting to know the CBU
- 11:10 – 11:30 – Judith Connor, Jo Hilton, LeeAnne Elliott, Jane Kingsley, Patient Safety Specialists for Bo.11.21.12 – Patient Safety Specialists Update
- 11:30-12:00 – Professor John Wright, Director of Research for Bo.11.21.13 – Bradford:City of Research

Time	No.	Agenda Item	Lead	Outcome To alert To approve To note To assure	Papers attached
------	-----	-------------	------	---	-----------------

Section 1: Opening matters					
09:30		Chairman's Opening remarks	Chairman		Verbal
	Bo.11.21.1	Apologies for Absence	Chairman	To note	Verbal
	Bo.11.21.2	Declarations of Interest	Chairman	To note	Bo.11.21.2
	Bo.11.21.3	Getting to know the CBU – Critical Care/Anaesthesia & Pain	Chief Operating Officer	To note	Presentation

Section 2: Business from Previous Board Meeting					
10:00	Bo.11.21.4	Minutes of the meeting held on 23 September 2021	Chairman	To approve	Bo.11.21.4
	Bo.11.21.5	Matters Arising	Chairman	To note	Verbal

Section 3: Business Reports					
10:05	Bo.11.21.6	Report from the Chairman	Chairman	To note	Bo.11.21.6
	Bo.11.21.7	Report from the Chief Executive	Chief Executive	To note	Verbal

Section 4: Delivery of the Trust's Clinical Strategy					
Section 4a: Finance & Performance					
10:30	Bo.11.21.8	Report from the Chair of the Finance & Performance Academy - September & October 2021	Chair of the Finance & Performance Academy	To note	Bo.11.21.8

Section 4b: Quality					
10:45	Bo.11.21.9	Report from the Chair of the Quality & Patient Safety Academy - September & October 2021	Chair of the Quality & Patient Safety Academy	To assure	Bo.11.21.9
	Bo.11.21.10	Maternity Services Update	Chief Nurse	To note/approve	Bo.11.21.10

	Bo.11.21.11	COVID-19 Vaccination Programme	Chief Nurse	To note	Verbal
	Bo.11.21.12	Patient Safety Specialists Update	Chief Medical Officer/Chief Nurse	To note	Presentation
	Bo.11.21.13	Bradford:City of Research	Director of Research	To note	Verbal

BREAK 12:00

Section 4c: People					
12:10	Bo.11.21.14	Report from the Chair of the People Academy – September & October 2021 <ul style="list-style-type: none"> Healthcare Worker Flu Vaccination Best Practice Assurance 	Chair of the People Academy	To assure	Bo.11.21.14
	Bo.11.21.15	Equality Update (WRES, WDES)	Director of HR	To note	Bo.11.21.15
	Bo.11.21.16	Looking after our people	Director of HR	To note	Verbal

Section 4d: Strategy					
12:30	Bo.11.21.17	Corporate Strategy	Director of Strategy & Integration	To approve	Bo.11.21.17
	Bo.11.21.18	Communications annual update	Director of Strategy & Integration	To note	Bo.11.21.18

Section 4e: Partnerships					
13:00	Bo.11.21.19	Partnerships Dashboard & Strategic Risks	Director of Strategy & Integration	To assure	Bo.11.21.19

Section 4f: Audit and Assurance					
13:10	Bo.11.21.20	Board Assurance Framework & Strategic Risk Register	Director of Strategy & Integration	To assure	Bo.11.21.20
	Bo.11.21.21	Report from the Chair of the Audit Committee – 2 November 2021 <ul style="list-style-type: none"> Audit Committee Terms of Reference 	Chair of the Audit Committee	To assure	Bo.11.21.21
	Bo.11.21.22	Audit Committee Annual Report	Chair of the Audit Committee	To assure	Bo.11.21.22
	Bo.11.21.23	Report from the Chair of the Charitable Fund Committee – 9 November 2021 <ul style="list-style-type: none"> Charitable Fund Committee Terms of Reference 	Chair of the Charitable Fund Committee	To assure/approve	Bo.11.21.23

Section 5: Governance					
13:30	Bo.11.21.24	Membership Plan	Director of Strategy & Integration	To approve	Bo.11.21.24
	Bo.11.21.25	Bradford Hospitals' Charity ISA 260, draft Annual Report & Accounts and draft Letter of Representation	Director of Finance	To approve	Bo.11.21.25
	Bo.11.21.26	Health, Safety and Resilience Committee governance proposal	Director of Strategy & Integration	To approve	Bo.11.21.26

Section 6: Board Meeting Outcomes					
13:45	Bo.11.21.27	Any other business	Chairman	To alert	Verbal
	Bo.11.21.28	Issues to refer to Board Committees/Academies or elsewhere	Chairman	To approve	Verbal
	Bo.11.21.29	Date and time of next meeting 20 January 2022 09:30	Chairman	To advise	Verbal

Annexes for the meeting of the Board of Directors 18 November 2021

Annex 1 : For Information: routine reports received by the Board of Directors				
Bo.11.21.30	Integrated Dashboard	All	For information	Bo.11.21.30
Bo.11.21.31	Finance Report	Director of Finance	For information	Bo.11.21.31
Bo.11.21.32	Performance Report	Chief Operating Officer	For information	Bo.11.21.32
Bo.11.21.33	Strategic Risk Register	Director of Strategy & Integration	For information	Bo.11.21.33

Annex 2: For Information: reports received by Board Committees/Academies				
Bo.11.21.34	Nurse Staffing Report – June-August 2021	Chief Nurse	For information	Bo.11.21.34

Annex 3: For Information				
Bo.11.21.35	NHS System Oversight Framework Segmentation Letter	Chief Executive	For information	Bo.11.21.35

Annex 4: For Information – Board Committee Governance				
Bo.11.21.36	Confirmed Audit Committee minutes - 27 July 2021	Chair of the Audit Committee	For information	Bo.11.21.36
Bo.11.21.37	Confirmed Charitable Funds Committee minutes – 6 July 2021	Chair of the Charitable Funds Committee	For information	Bo.11.21.37
Bo.11.21.38	Confirmed Academy minutes September 2021: <ul style="list-style-type: none"> • Quality & Patient Safety Academy • People Academy • Finance & Performance Academy 	Chairs of Academies	For information	Bo.11.21.38