

BOARD OF DIRECTORS MEETING IN PUBLIC AGENDA

Date:	Thursday, 22 September 2022	Time:	09:30 – 14.15
Venue:	Microsoft Teams meeting	Chair:	Dr Maxwell Mclean, Chairman

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](#).

Kathryn Simons-Porter, Governor observing
Mohammed Altayyeb, Graduate Management Trainee observing
Aki Matsumura – Trainee Knowledge and Resource Librarian observing
Jo Hilton, Deputy Chief Nurse observing

9.30-10.00 - Mohammed Arshad – Bo.9.22.3 – Meet the CSU – SPaRC team
11:50 – Sara Hollins, Bo.9.22.14 – Maternity Services update
13:40 – Graeme Holmes, IG Manager, Bo.9.22.26 – DPO Annual Report

Time	No.	Agenda Item	Lead	Outcome To alert To approve To note To assure	Papers attached
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Section 1: Opening matters					
09.30		Chairman's Opening remarks	Chairman		Verbal
	Bo.9.22.1	Apologies for Absence <ul style="list-style-type: none"> Pat Campbell, Director of HR (Faeem Lal to deputise) Matthew Horner, Director of Finance (Michael Quinlan to deputise) Mohammed Hussain, NED 	Chairman	To note	Verbal
	Bo.9.22.2	Declarations of Interest	Chairman	To note	Bo.9.22.2
	Bo.9.22.3	Meet the CSU – SPaRC team	Chief Operating Officer	To note	Bo.9.22.3

Section 2: Business from Previous Board Meeting					
10.00	Bo.9.22.4	Minutes of the meeting held on 14 July 2022	Chairman	To approve	Bo.9.22.4
	Bo.9.22.5	Matters Arising	Chairman	To note	Verbal

Section 3: Business Reports					
10.05	Bo.9.22.6	Report from the Chairman	Chairman	To note	Bo.9.22.6
	Bo.9.22.7	Report from the Chief Executive	Chief Executive	To note	Verbal

Section 4: Delivery of the Trust's Corporate Strategy					
Section 4a: Strategy					
10.30	Bo.9.22.8	Digital Strategy Annual Report	Chief Digital & Information Officer	To note	Bo.9.22.8
	Bo.9.22.9	Nursing and Midwifery Strategy	Chief Nurse	To note	Bo.9.22.9
	Bo.9.22.10	Research Strategy	Chief Medical Officer	To approve	Bo.9.22.10

Section 4a: Finance & Performance					
11.15	Bo.9.22.11	Report from the Chair of the Finance & Performance Academy – July 2022	Chair of the Finance & Performance Academy	To note	Bo.9.22.11
	Bo.9.22.12	Emergency Preparedness, Resilience & Response and NHSE Core Standards	Chief Operating Officer	To note	Bo.9.22.12

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Section 4b: Quality & Patient Safety					
11.45	Bo.9.22.13	Report from the Co-Chairs of the Quality & Patient Safety Academy – July 2022	Chair of the Quality & Patient Safety Academy	To note	Bo.9.22.13
	Bo.9.22.14	CQC inspection report relating to urgent and emergency care services in West Yorkshire	Chief Nurse	To note	Bo.9.22.14
	Bo.9.22.15	Maternity Services Update A. July 2022 B. August 2022 C. Bradford Ockenden Feedback slides	Chief Nurse	To note	Bo.9.22.15
	Bo.9.22.16	COVID-19 Vaccination Programme	Chief Nurse	To note	Verbal

Section 4c: People					
12.25	Bo.9.22.17	Report from the Chair of the People Academy – July 2022	Chair of the People Academy	To note	Bo.9.22.17
	Bo.9.22.18	Looking after our people	Director of HR	To note	Verbal
	Bo.9.22.19	Strategic Equality & Diversity Council update	Chief Executive	To note	Verbal
	Bo.9.22.20	Health Education England Self-Assessment Return	Chief Medical Officer	To note	Bo.9.22.20

Section 4d: Partnerships					
13.10	Bo.9.22.21	Partnerships Dashboard	Director of Strategy & Integration	To assure	Bo.9.22.21

Section 4e: Audit & Assurance					
13.15	Bo.9.22.22	A. Report from the Chair of the Audit Committee –26 July 2022	Chair of the Audit Committee	To note	Bo.9.22.22
		B. Audit Committee Terms of Reference		For approval	Bo.9.22.22
	Bo.9.22.23	Board Assurance Framework & High Level Operational Risks	Director of Strategy & Integration	To assure	Bo.9.22.23

Section 5: Governance					
13:30	Bo.9.22.24	Premises Assurance Model (PAM) progress report	Director of Estates & Facilities	To note	Bo.9.22.24
	Bo.9.22.25	Annual Security Report	Director of Estates & Facilities	To note	Bo.9.22.25
	Bo.9.22.26	Annual Data Protection Officer Information Governance Report	Chief Digital & Information Officer	To note	Bo.9.22.26
	Bo.9.22.27	Membership Plan Update	Director of Strategy & Integration	To note	Bo.9.22.27
	Bo.9.22.28	Use of the Trust Seal	Director of Strategy & Integration	To note	Bo.9.22.28

Section 6: Board Meeting Outcomes					
14.10	Bo.9.22.29	Any other business	Chairman	To alert	Verbal
	Bo.9.22.30	Issues to refer to Board Committees/Academies or elsewhere	Chairman	To approve	Verbal
	Bo.9.22.31	Date and time of next meetings: 10 November 2022 09:30	Chairman	To note	Verbal

Annexes for the meeting of the Board of Directors 22 September 2022

Annex 1 : For Information: routine reports received by the Board of Directors				
Bo.9.22.32	Integrated Dashboard	All	For information	Bo.9.22.32
Bo.9.22.33	Finance Report	Director of Finance	For information	Bo.9.22.33
Bo.9.22.34	Performance Report	Chief Operating Officer	For information	Bo.9.22.34

Annex 2: For Information: reports received by Board Committees/Academies				
Bo.9.22.35	Guardian of Safe Working Hours – Quarter 1 22/23	Chief Medical Officer	For information	Bo.9.22.35
Bo.9.22.36	Medical Appraisal and Revalidation Annual Report 2021/22	Chief Medical Officer	For information	Bo.9.22.36

Annex 3: For Information – Board Committee Governance				
Bo.9.22.37	Confirmed Academy minutes June 2022: <ul style="list-style-type: none"> • Quality & Patient Safety Academy • People Academy • Finance & Performance Academy 	Chairs of Academies	For information	Bo.9.22.37
Bo.9.22.38	Confirmed Audit Committee minutes – 24 May, 15 June and 21 June 2022	Chair of the Audit Committee	For information	Bo.9.22.38