

Trust Board Meeting

Date and Time: Thursday 4 May 2017, 10:00 – 12:15
Venue: Hyde Park Room, 1st Floor, Lanesborough Wing

10:00 – FEEDBACK FROM BOARD WALKABOUT					
Time	Item	Subject	Action	Lead	Format
OPENING ADMINISTRATION					
10:20	1.1	Welcome and Apologies	-	Chairman	-
	1.2	Minutes of Meeting held on 06.04.17	Approve	Chairman	Paper
	1.3	Action Log and Matters Arising	Review	All	Paper
	1.4	Update from Chair and CEO	Inform	CEO	Oral
PATIENT SAFETY, QUALITY AND PERFORMANCE					
10:30	2.1	Quality Improvement Plan Framework	Assure	CN	Paper
	2.2	Section 29a Progress Report	Assure	CN	Paper
	2.3	Performance & Quality Report	Review	COO/CN	Paper
FINANCE					
11:00	3.1	2016-17 Outturn Report	Assure	DFPR/DFO	Paper
	3.2	Report from Finance & Performance Committee	Inform	Chair of Committee	Oral
WORKFORCE					
11:20	4.1	Workforce Performance Report	Inform	HRAB	Paper
	4.2	Update on Leadership Strategy	Approve	HRAB	Paper
GOVERNANCE & RISK					
11:40	5.1	Corporate Risk Register	Review	MD	Paper
	5.2	IG Toolkit Submission	Assure	CIO	Paper
	5.3	Report on Use of Trust Seal 2016-17	Review	Co Sec	Paper
12:00 - STAFF STORY					
Giovanni Gambaruto, Medical Devices Co-ordinator who did some sterling work to spend the capital budget before the year-end.					
CLOSING ADMINISTRATION					
12:10	6.1	Questions from the Public	-	Public	Oral
	6.2	Summary of Actions	-	Co Sec	Oral
	6.3	Any New Risks or Issues		All	-
	6.4	Items for Future Meetings		-	-
		<ul style="list-style-type: none"> i. Communications Strategy and Annual Plan (June 2017) ii. ICT Strategy (June 2017) iii. IPC Annual Report (June 2017) iv. ICT Plans (June 2017) v. Evaluation of Overseas Visitors and Migrant Cost Recovery Pilot (June 2017) vi. FOI Report (June 2017) vii. Review of Trust's Insurance Arrangements (June 2017) viii. Safeguarding Report (July 2017) ix. Charity to attend Board (July 2017) x. Learning from Avoidable Deaths (July 2017) xi. Update on Outpatients Programme and Business Case (July 2017) xii. Committee Terms of Reference & Annual Plans 2017-18 			
	6.5	Any Other Business	-	Chair	-
6.6	Reflection on Meeting	-	All	Oral	

12:15	Close			
<p>Resolution to move to closed session In accordance with Section 1 (2) Public Bodies (Admissions to Meeting) Act 1960, the Board is invited to approve the following resolution: "That representatives of the press and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest"</p>				

Date and Time of Next Meeting: Thursday 8 June 2017, 10:00 – 12:30

**Trust Board
Purpose, Membership and Meetings**

Trust Board Purpose:	The general duty of the Board of Directors and of each Director individually, is to act with a view to promoting the success of the Trust so as to maximise the benefits for the members of the Trust as a whole and for the public.
-----------------------------	--

Membership and Those in Attendance		
Members (Voting)	Designation	Abbreviation
Gillian Norton	Chair	Chair
Jacqueline Totterdell	Chief Executive	CEO
Ann Beasley	Non-Executive Director	Name/NED
Stephen Collier	Non-Executive Director	
Jenny Higham	Non-Executive Director (University Rep)	
Sir Norman Williams	Non-Executive Director	
Sarah Wilton	Non-Executive Director	
Ann Johnson	Acting Chief Financial Officer	CFO
Avey Bhatia	Chief Nurse & DIPC	CN
Andrew Rhodes	Medical Director	MD
Thomas Saltiel	Associate Non-Executive Director	Name/NED
CEO Direct Reports		
Harbhajan Barr	Director of Human Resources and Organisational Development	DHROD
Mark Gordon	Chief Operating Officer	COO
Richard Hancock	Director of Estates & Facilities	DE&F
James Friend	Director of Delivery, Efficiency and Transformation	DDET
Larry Murphy	Chief Information Officer	CIO
Divisions		
Alison Benincasa	Divisional Chair, CSD	DC/CSD
Tunde Odutoye	Divisional Chair, SCTN	DC/SCNT
Lisa Pickering	Divisional Chair, MedCard	DC/MedCard
Justin Richards	Divisional Chair, CWDT	DC/CWDT
NHS Improvement		
Steve Leivers	Financial Improvement Director	FID
Marie-Noelle Orzel	Improvement Director	ID
Secretariat		
Fiona Barr	Trust Secretary and Head of Corporate Governance	Trust Sec

Trust Board Dates 2017-18 (Thursday's)		
08.06.17 10:00 – 13:00	06.07.17 10:00 – 13:00	10.08.17 10:00 – 13:00
07.09.17 10:00 – 13:00	05.10.17 10:00 – 13:00	09.11.17 10:00 – 13:00

07.12.17 10:00 – 13:00	11.01.18 10:00 – 13:00	08.02.18 10:00 – 13:00
08.03.18 10:00 – 13:00		