

## Trust Board Meeting

**Date and Time:** Thursday 8 June 2017, 10:00 – 12:30  
**Venue:** Hyde Park Room, 1<sup>st</sup> Floor, Lanesborough Wing

Time	Item	Subject	Action	Format
<b>10:00 – FEEDBACK FROM BOARD WALKABOUT</b>				
<b>OPENING ADMINISTRATION</b>				
10:30	1.1	<b>Welcome and Apologies</b> Chairman	-	-
	1.2	<b>Declarations of Interest</b> All	-	Oral
	1.3	<b>Minutes of Meeting held on 04.05.17</b> Chairman	Approve	Paper
	1.4	<b>Action Log and Matters Arising</b> All	Review	Paper
	1.5	<b>Update from Chair and CEO</b> Chief Executive	Inform	Oral
<b>PATIENT SAFETY, QUALITY AND PERFORMANCE</b>				
10:40	2.1	<b>Quality Improvement Plan</b> Chief Nurse	Assure	Paper
	2.2	<b>Performance &amp; Quality Report</b> Director of Efficiency, Delivery & Transformation/Chief Nurse	Review	Paper
	2.3	<b>Referral to Treatment and Elective Care Recovery Programme</b> Elective Care Recovery Programme Director	Update	Paper
	2.4	<b>Infection Prevention Control Annual Report 2016-17</b> Chief Nurse	Assure	Paper
	2.5	<b>Adult Safeguarding Annual Report 2016-17</b> Chief Nurse	Assure	Paper
	2.6	<b>Report from Quality Committee</b> Chair of Committee	Inform	Paper
<b>FINANCE</b>				
11:20	3.1	<b>Month 1 Finance Report</b> Chief Financial Officer	Assure	Paper
	3.2	<b>Report from Finance &amp; Performance Committee</b> Chair of Committee	Inform	Oral
<b>WORKFORCE</b>				
11:30	4.1	<b>Workforce Performance Report</b> Director Human Resources & Organisational Development	Inform	Paper
	4.2	<b>Report from the Workforce and Education Committee</b> Chair of the Committee	Inform	Oral
	4.3	<b>Staff Survey Results</b> Director Human Resources & Organisational Development	Discuss	Paper
	4.4	<b>Fit &amp; Proper Person Policy &amp; Procedure</b> Director Human Resources & Organisational Development	Approve	Paper
	4.5	<b>Managing Conflicts of Interests in the NHS</b> Trust Secretary & Head of Corporate Governance	Approve	Paper
<b>GOVERNANCE &amp; RISK</b>				
11:50	5.1	<b>Report from Audit Committee</b> Chair of Committee	Inform	Paper
	5.2	<b>Annual Freedom of Information Report</b> Trust Secretary	Receive	Paper
<b>12:00 - PATIENT STORY</b>				
Sue Lines was recently a patient at the Trust and as well as having praise for the staff on the ward she did have some concerns around communication issues which she has kindly agreed to share with the Board.				

<b>CLOSING ADMINISTRATION</b>				
<b>12:25</b>	<b>6.1</b>	<b>Questions from the Public</b>	-	Oral
	<b>6.2</b>	<b>Summary of Actions</b> Trust Secretary	-	Oral
	<b>6.3</b>	<b>Any New Risks or Issues</b> All		-
	<b>6.4</b>	<b>Items for Future Meetings</b> i. Charity to attend Board (July 2017) ii. Learning from Avoidable Deaths (July 2017) iii. Update on Outpatients Programme and Business Case (July 2017) iv. PLACE Assessments (July 2017) v. Communications Strategy and Annual Plan (July 2017) vi. Children's Safeguarding Annual Report (August 2017) vii. Adult Inpatient Survey (July 2017) viii. Staff Survey Results – Action Plan (July 2017) ix. Risk Management Framework and Approach (July 2017) x. Evaluation of Overseas Visitors and Migrant Cost Recovery Pilot (August 2017)		-
	<b>6.5</b>	<b>Any Other Business</b> Chair	-	-
	<b>6.6</b>	<b>Reflection on Meeting</b> All	-	Oral
<b>12:30</b>		<b>Close</b>		
<p><b>Resolution to move to closed session</b> 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 6 July 2017, 10:00 – 12:30**

**Trust Board  
 Purpose and Meetings**

<b>Trust Board Purpose:</b>	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.
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<b>Trust Board Dates 2017-18 (Thursdays)</b>		
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