

## Trust Board Meeting

**Date and Time:** Thursday 6 April 2017, 10:00 – 12:00  
**Venue:** Hyde Park Room, 2<sup>nd</sup> Floor, Lanesborough Wing

| <b>PATIENT STORY</b>   |      |   |   |                    |        |
|--|------|---|---|--------------------|--------|
| Robert Bieber who has experiences positive patient experience in the Urology Department talking to Health Care Professionals as part of the Continuing Education programmes, and supporting the Department's Patient Support Groups. |      |   |   |                    |        |
| Time   | Item | Subject   | Action  | Lead               | Format |
| <b>1. OPENING ADMINISTRATION</b>   |      |   |   |                    |        |
| 10:15  | 1.1  | Welcome and Apologies                             | -   | Chairman           | -      |
|  | 1.2  | Register of Interests & Declarations of Interest  | -   | All                | Oral   |
|  | 1.3  | Minutes of Meeting held on 09.03.17               | Approve   | Chairman           | Paper  |
|  | 1.4  | Action Log and Matters Arising                    | Review  | All                | Paper  |
|  | 1.5  | Update from Chair and CEO                         | Inform  | CEO                | Oral   |
| <b>2. PATIENT SAFETY, QUALITY AND PERFORMANCE</b>  |      |   |   |                    |        |
| 10:25  | 2.1  | Briefing on Learning from Patient Deaths          | Inform  | Nigel Kennea       | Paper  |
|  | 2.2  | Quality Improvement Plan                          | Assure  | HoG                | Paper  |
|  | 2.3  | Performance & Quality Report                      | Review  | COO/CN             | Paper  |
|  | 2.4  | Report from Quality Committee                     | Inform  | Chair of Committee | Oral   |
|  | 2.5  | Elective Care Data Quality Recovery Programme     | Update  | ECRPD              | Paper  |
|  | 2.6  | Hospital Pharmacy Transformation Plan 2016 - 2020 | Inform  | MD                 | Paper  |
| <b>3. FINANCE</b>  |      |   |   |                    |        |
| 11:00  | 3.1  | Month 11 Finance Report                           | Assure  | DFPR/DFO           | Paper  |
|  | 3.2  | Report from Finance & Performance Committee       | Inform  | Chair of Committee | Oral   |
|  | 3.3  | Clare House – Demolition                          | Approve   | DFPR               | Paper  |
| <b>4. WORKFORCE</b>  |      |   |   |                    |        |
| 11:15  | 4.1  | Workforce Performance Report                      | Inform  | HRAB               | Paper  |
|  | 4.2  | Report from the Workforce and Education Committee | Inform  | Chair of Committee | Oral   |
| <b>5. GOVERNANCE &amp; RISK</b>  |      |   |   |                    |        |
| 11:30  | 5.1  | Corporate Risk Register                           | Review  | MD                 | Paper  |
|  | 5.2  | Report from Audit Committee                       | Inform  | Chair of Committee | Paper  |
| <b>6. CLOSING ADMINISTRATION</b>   |      |   |   |                    |        |
| 11:45  | 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"> <li>i. Communications Strategy and Annual Plan (June 2017)</li> <li>ii. ICT Strategy (May 2017)</li> <li>iii. Update on Outpatients Programme and Business Case (May 2017)</li> <li>iv. Update on Leadership Strategy (May 2017)</li> <li>v. Committee Terms of Reference &amp; Annual Plans 2017-18 (May 2017)</li> <li>vi. Review of Trust's Insurance Arrangements (May 2017)</li> <li>vii. FOI Report (May 2017)</li> <li>viii. Update on Programme with Quality Special Measures Enforcement Actions (May 2017)</li> <li>ix. IPC Annual Report (June 2017)</li> </ul> |                    |        |

|              |            |  |   |       |      |
|--------------|------------|--|---|-------|------|
|              |            | x. ICT Plans (June 2017)<br>xi. Evaluation of Overseas Visitors and Migrant Cost Recovery Pilot (June 2017)<br>xii. Safeguarding Report (July 2017)<br>xiii. Charity and SGUL to attend Board (July 2017)<br>xiv. Learning from Avoidable Deaths (July 2017) |   |       |      |
|              | <b>6.5</b> | <b>Any Other Business</b>  | - | Chair | -    |
|              | <b>6.6</b> | <b>Reflection on Meeting</b>   | - | All   | Oral |
| <b>12:00</b> |            | <b>Close</b>   |   |       |      |

**Date and Time of Next Meeting: Thursday 4 May 2017, 10:00 – 13:00**

## Trust Board Purpose, Membership 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. |
|-----------------------------|--|

| <b>Membership and Those in Attendance</b> |  |                     |
|---|--|---------------------|
| <b>Members (Voting)</b>                   | <b>Designation</b>                                       | <b>Abbreviation</b> |
| Gillian Norton                            | Chair  | Chair               |
| Simon Mackenzie                           | Chief Executive  | CEO                 |
| Ann Beasley                               | Non-Executive Director                                   |                     |
| Stephen Collier                           | Non-Executive Director                                   | Name/NED            |
| Jenny Higham                              | Non-Executive Director (University Rep)                  |                     |
| Sir Norman Williams                       | Non-Executive Director                                   |                     |
| Sarah Wilton                              | Non-Executive Director                                   |                     |
| Avey Bhatia                               | Chief Nurse  | CN                  |
| Andrew Rhodes                             | Medical Director   | MD                  |
|   |  |                     |
| Thomas Saltiel                            | Associate Non-Executive Director                         | Name/NED            |
|   |  |                     |
| <b>Executive Team</b>                     |  |                     |
| Mark Gammage                              | HR Advisor to the Board                                  | HRAB                |
| Mark Gordon                               | Chief Operating Officer                                  | COO                 |
| Richard Hancock                           | Director of Estates & Facilities                         | DE&F                |
| Diana Lacey                               | Elective Care (Data Quality) Recovery Programme Director | ECRPD               |
| Steve Leivers                             | Financial Improvement Director                           | FID                 |
| Iain Lynam                                | Chief Restructuring Officer                              | CRO                 |
| Larry Murphy                              | Chief Information Officer                                | CIO                 |
| Marie-Noelle Orzel                        | Improvement Director                                     | ID                  |
|   |  |                     |
| <b>Divisions</b>                          |  |                     |
| 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             |
|   |  |                     |
| <b>Secretariat</b>                        |  |                     |
| Fiona Barr                                | Corporate Secretary and Head of Corporate Governance     | Co Sec              |

| <b>Trust Board Dates 2017-18 (Thursday's)</b> |                           |                           |
|---|---------------------------|---------------------------|
| 04.05.17<br>10:00 – 13:00                     | 08.06.17<br>10:00 – 13:00 | 06.07.17<br>10:00 – 13:00 |
| 10.08.17<br>10:00 – 13:00                     | 07.09.17<br>10:00 – 13:00 | 05.10.17<br>10:00 – 13:00 |
| 09.11.17<br>10:00 – 13:00                     | 07.12.17<br>10:00 – 13:00 | 11.01.18<br>10:00 – 13:00 |

|                           |                           |  |
|---------------------------|---------------------------|--|
| 08.02.18<br>10:00 – 13:00 | 08.03.18<br>10:00 – 13:00 |  |
|---------------------------|---------------------------|--|