

## Trust Board Meeting (Part 1) Agenda

**Date and Time:** Thursday, 30 May 2019, 10:00-13:00

**Venue:** Barnes, Richmond & Sheen Rooms, Queen Mary Hospital, Roehampton Lane  
Roehampton, London SW15 5PN

| Time                                 | Item | Subject   | Lead   | Action  | Format |
|--------------------------------------|------|---|--|---------|--------|
| <b>FEEDBACK FROM BOARD WALKABOUT</b> |      |   |  |         |        |
| 10:00                                | A    | Visits to various parts of the site   | Board Members  | Note    | Oral   |
| <b>1.0 OPENING ADMINISTRATION</b>    |      |   |  |         |        |
| 10:30                                | 1.1  | Welcome and apologies   | Gillian Norton<br>Chairman   | Note    | Oral   |
|                                      | 1.2  | Declarations of interest  | All  | Assure  | Report |
|                                      | 1.3  | Minutes of meetings on 25/04/2019 and 23/05/2019  | Gillian Norton<br>Chairman   | Approve | Report |
|                                      | 1.4  | Action log and matters arising  | All  | Review  | Report |
| 10:35                                | 1.5  | CEO's update  | Jacqueline Totterdell<br>Chief Executive                                       | Inform  | Report |
| <b>2.0 QUALITY &amp; PERFORMANCE</b> |      |   |  |         |        |
| 10:45                                | 2.1  | Quality and Safety Committee Report   | Sir Norman Williams<br>Committee Chair   | Assure  | Report |
| 11:00                                | 2.2  | Integrated Quality & Performance Report   | James Friend<br>Director of Delivery,<br>Efficiency and<br>Transformation      | Review  | Report |
| 11:20                                | 2.3  | Safe Staffing Report: (Nursing and Midwifery Inpatient Establishment Review April 2019) | Avey Bhatia<br>Chief Nurse/ Director of<br>Infection Prevention and<br>Control | Assure  | Report |
| 11:30                                | 2.4  | Cardiac Surgery Update  | Richard Jennings<br>Chief Medical Officer                                      | Assure  | Report |
| 11:40                                | 2.5  | Mortality Monitoring Committee Report and Learning from Deaths                          | Richard Jennings<br>Chief Medical Officer                                      | Assure  | Report |
| <b>3.0 FINANCE</b>                   |      |   |  |         |        |
| 11:50                                | 3.1  | Finance and Investment Committee Report   | Ann Beasley<br>Committee Chair   | Assure  | Report |
| 12:00                                | 3.2  | FIC (Estates Assurance) Report  | Tim Wright<br>NED Lead   | Assure  | Report |
| 12:10                                | 3.3  | Finance Report (Month 01)   | Andrew Grimshaw<br>Chief Financial Officer                                     | Update  | Report |

| Time  | Item | Subject  | Lead  | Action  | Format |
|---|------|--|---|---------|--------|
| <b>4.0 GOVERNANCE</b>   |      |  |   |         |        |
| 12:20   | 4.1  | Audit Committee Report                         | <b>Sarah Wilton</b><br>Committee Chair                | Assure  | Report |
| 12:30   | 4.2  | St George's Hospital Charity Report (Q4)       | <b>Suzanne Marsello</b><br>Director of Strategy       | Review  | Report |
| 12:40   | 4.3  | Provider Licence Compliance Self-Certification | <b>Stephen Jones</b><br>Director of Corporate Affairs | Approve | Report |
| <b>5.0 CLOSING ADMINISTRATION</b>   |      |  |   |         |        |
| 12:50   | 5.1  | Questions from the public                      | <b>Gillian Norton</b><br>Chairman                     | Note    | Oral   |
|   | 5.2  | Any new risks or issues identified             | <b>All</b>  | Note    |        |
|   | 5.3  | Any Other Business                             |   | Note    |        |
|   | 5.4  | Reflections on the meeting                     |   | Note    |        |
| 13:00   | 6.0  | PATIENT STORY                                  | <b>Bernadette Kennedy</b>                             | Note    | Oral   |
| <b>13:10 CLOSE</b>  |      |  |   |         |        |
| <p><b>Resolution to move to closed session</b><br/>                     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 of next meeting: Thursday 27 June 2019, 10.00 – 13.00**

**Trust Board  
Purpose, Meetings and Membership**

|                             |  |
|-----------------------------|--|
| <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. |
|-----------------------------|--|

**Meetings in 2019-20 (Thursdays)**

|          |          |                   |          |          |          |          |          |          |          |
|----------|----------|-------------------|----------|----------|----------|----------|----------|----------|----------|
| 28.03.19 | 25.04.19 | 30.05.19<br>(QMH) | 27.06.19 | 25.07.19 | 29.08.19 | 26.09.19 | 31.10.19 | 28.11.19 | 19.12.19 |
| 30.01.20 | 27.02.20 | 26.03.20          |          |          |          |          |          |          |          |

**Membership and In Attendance Attendees**

| <b>Members</b>        | <b>Designation</b>  | <b>Abbreviation</b> |
|-----------------------|---|---------------------|
| Gillian Norton        | Chairman  | Chairman            |
| Jacqueline Totterdell | Chief Executive Officer   | CEO                 |
| Ann Beasley           | Non-Executive Director/Deputy Chairman  | NED                 |
| Stephen Collier       | Non-Executive Director  | NED                 |
| Jenny Higham          | Non-Executive Director (St George's University Representative)  | NED                 |
| Sir Norman Williams   | Non-Executive Director/Senior Independent Director  | NED                 |
| Sarah Wilton          | Non-Executive Director  | NED                 |
| Tim Wright            | Non-Executive Director  | NED                 |
| Avey Bhatia           | Chief Nurse & Director of Infection, Prevention & Control   | CN                  |
| Andrew Grimshaw       | Chief Finance Officer   | CFO                 |
| Richard Jennings      | Chief Medical Officer   | CMO                 |
| <b>In Attendance</b>  |   |                     |
| Harbhajan Brar        | Director of Human Resources & Organisational Development  | DHROD               |
| James Friend          | Director of Delivery, Efficiency & Transformation   | DDET                |
| Stephen Jones         | Director of Corporate Affairs   | DCA                 |
| Suzanne Marsello      | Director of Strategy  | DS                  |
| Ellis Pullinger       | Chief Operating Officer   | COO                 |
| Sally Herne           | Quality Improvement Director – NHS Improvement  | QID                 |
| <b>Presenters</b>     |   |                     |
| Bernadette Kennedy    | Head of Therapies (QMH)   | HoT                 |
| <b>Secretariat</b>    |   |                     |
| Tamara Croud          | Interim Assistant Trust Secretary   | IATS                |
| <b>Apologies</b>      |   |                     |
| Ellis Pullinger       | Chief Operating Officer   | COO                 |
| <b>Quorum:</b>        | <i>The quorum of this meeting is a third of the voting members of the Board which must include one non-executive director and one executive director.</i> |                     |