

## BOARD OF DIRECTORS’ MEETING

- meeting held over video streaming, content to be publicly available subsequently –

##### Wednesday, 09 June 2021

##### 09:00 – 12:45

**Microsoft Teams virtual meeting**

## Agenda

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| **INTRODUCTORY ITEMS** |  | Indicative Time |
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| 1. **#Hellomynameis** and apologies for absence[[1]](#footnote-1)
* *Board members, presenters and attendees to introduce themselves*
 | DW/All | 09:00 |
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| 1. Patient/Carer Story - from the Forensic team (paper – BOD 29/2021 and presentation)
* *To receive and discuss.The patient/carer/staff stories presented to Board may have certain details anonymised to protect individuals’ confidentiality; permissions have been granted.* ***Presenters attend in good faith to share their experiences and would prefer that any personal details which may, however, be shared are not then taken away by those in attendance.***
 | DMcK/MC  | 09:05 |
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| 1. Register of Directors’ Interests
* *To confirm Directors’ interests and notify of any potential conflicts pertaining to the agenda. For recently updated Register, see* ***Reading Room/Appendix (paper – RR/App 21/2021)***
 | DW | 09:20 |
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| 1. Minutes and Matters Arising of the Board of Directors’ meeting held on 14 April 2021 (paper – BOD 30/2021)
* *To be taken as read unless amendments to the Minutes or updates on Matters Arising*
 | DW |  |
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| **STRATEGIC & SYSTEM OVERVIEW & UPDATES** |  |  |
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| 1. Trust Chair’s report (paper – BOD 31/2021) and system update (oral update)
* *To be taken as read unless questions or escalations to discuss*
 | DW | 09:30 |
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| 1. Chief Executive’s report (paper – BOD 32/2021)

* *To discuss. For supporting detail, see* ***Reading Room/Appendix (paper – RR/App 22/2021)***
 | NB | 09:40 |
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| **YEAR-END REPORTS** |  |  |
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| 1. Financial Statements & Accounts 2020/21 (including Letter of Representation)[[2]](#footnote-2) (paper – BOD 33/2021)
* ***To approve.*** *For supporting detail, see* ***Reading Room/Appendix (paper – RR/App 23/2021)***
 | MMcE | 09:55 |
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| 1. Trust Annual Report[[3]](#footnote-3) (paper – BOD 34/2021)
* ***To approve****. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 24/2021)***
 | KR | 10:10 |
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| 1. Draft Quality Account (paper – BOD 35/2021)
* ***To approve****. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 25/2021)***
 | MC | 10:20 |
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| **PERFORMANCE, QUALITY & SUSTAINABILITY** – *Deliver the best possible clinical care and health outcomes; Make best use of our resources and protect the environment* |
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| 1. Digital strategy (paper – BOD 36/2021)
* *To discuss. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 26/2021)***
 | MW | 10:30 |
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| 1. Integrated Performance Report (IPR) (paper – BOD 37/2021)

* *To highlight key points and discuss escalations/remedial actions. To include:*
* *Services overview; Quality & Safety overview; Patient Experience overview; Workforce overview;Finance/sustainability overview. For supporting details, see* ***Reading Room/Appendix (papers – RR/App 27/2021)***
 | Exec Team&Committee Chairs | 10:45 |
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| *10 minutes break (if required)* |  |  11:25 |
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| 1. Safety & Quality dashboard (including staff fill rates) (paper – BOD 38/2021)
* *To highlight key points on new dashboard.*
 | MC  |  11:35 |
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| 1. Complaints annual report (paper – BOD 39/2021)
* ***To approve publication*** *as recommended by the Quality Committee. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 28/2021)***
 | MC |  11:45 |
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| 1. Director of Infection Prevention & Control (IPC) annual report on IPC (paper – BOD 40/2021)
* *To receive, as recommended by the Quality Committee. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 29/2021)***
 | MC |  11:50 |
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| **PEOPLE** – *Be a great place to work* |
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| 1. NHS Disciplinary Procedures report (paper – BOD 41/2021)
* *To discuss. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 30/2021)***
 | MWr | 11:55 |
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| 1. Chief Medical Officer’s Report (paper – BOD 42/2021)
	1. to include an update on Medical Appraisal and Revalidation
* *To discuss. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 31/2021)***
 | KM | 12:05 |
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| **GOVERNANCE** |  |  |
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| 1. Legal, Regulatory & Policy update report (paper – BOD 43/2021)
* *To be taken as read unless questions or escalations to discuss. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 32/2021)***
 | KR | 12:15 |
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| 1. Other points to escalate or highlight from Board Committees:
	1. Audit Committee;
	2. Charity Committee;
	3. Executive Management Committee;
	4. Finance & Investment Committee;
	5. Mental Health Act Committee;
	6. People, Leadership & Culture Committee; and
	7. Quality Committee
* *To highlight key points and for assurance. For supporting detail, see* ***Reading Room/Appendix******(papers – RR/App 33-39/2021)***
 | Chairs | 12:20 |
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| **ANY OTHER BUSINESS, QUESTIONS & REVIEW** |  | 12:35 |
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| 1. Any Other Business (including items to highlight from the Reading Room/Appendix)
 | DW |  |
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| 1. Questions from the public
 | DW |  |
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| 1. Review of the Meeting
* *To feedback on the meeting – what worked well and what could be improved*
 | DW/All |  |
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| Meeting Close |  | 12:45 |
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| **READING ROOM/APPENDIX**- supporting reports to be taken as read to prompt discussion and decisions as required - |
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| 1. Register of Directors’ Interests (paper - RR/App 21/2021)
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| 1. Chief Executive’s report – supporting detail (papers - RR/App 22/2021)
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| 1. Financial Statements & Accounts 2020/21 – supporting detail[[4]](#footnote-4) (paper - RR/App 23/2021)
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| 1. Trust Annual report[[5]](#footnote-5) (paper - RR/App 24/2021)
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| 1. Draft Quality Account (paper - RR/App 25/2021)
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| 1. Digital Strategy – supporting detail (paper - RR/App 26/2021)
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| 1. Integrated Performance Report (IPR) Papers
* Integrated Performance Report (paper - RR/App 27(i)(a)/2021)
* Performance Report (paper - RR/App 27(i)(b)/2021)
* Private Waits Report (*CONFIDENTIAL SUPPORTING MATERIAL NOT FOR USUAL PUBLICATION – Private Reading Room RR/App-pvt 27(i)(c)/2021*)
* Finance Report Month 1 (paper - RR/App 27(ii)/2021)
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| 1. Complaints Annual Report (paper - RR/App 28/2021)
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| 1. Director of Infection Prevention & Control Annual Report (paper - RR/App 29/2021)
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| 1. NHS Disciplinary Report (paper - RR/App 30/2021)
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| 1. Chief Medical Officer’s Report (paper - RR/App 31/2021)
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| 1. Appendices to the Legal, Regulatory & Policy update report (paper – RR/App 32/2021)
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| 1. Meetings and reports from Committees:
2. Audit Committee on 24 February 2021 and 21 April 2021 (papers – RR/App 33-34/2021); and 17 May 2021 (oral update if required)
3. Charity Committee on 17 November 2020 (paper – RR/App 35/2021)
4. Executive Management Committee (oral update if required)
5. Finance & Investment Committee on 23 March 2021 (paper – RR/App 36/2021) and 20 May 2021 (oral update if required)
6. Finance & Investment Committee annual report (paper – RR/App 37/2021)
7. Mental Health Act Committee on 27 April 2021 (oral update if required)
8. People, Leadership & Culture Committee on 18 February 2021 (paper – RR/App 38/2021) and 06 May 2021 (oral update if required)
9. Quality Committee on 11 February 2021 (paper – RR/App 39/2021) and 13 May 2021 (oral update if required)
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1. No apologies received. [↑](#footnote-ref-1)
2. Not for publication for the wider public until after laid before Parliament, in accordance with the NHS FT Annual Reporting Manual 2020/21 [↑](#footnote-ref-2)
3. Not for publication for the wider public until after laid before Parliament, in accordance with the NHS FT Annual Reporting Manual 2020/21 [↑](#footnote-ref-3)
4. Not for publication for the wider public until after laid before Parliament, in accordance with the NHS FT Annual Reporting Manual 2020/21 [↑](#footnote-ref-4)
5. Not for publication for the wider public until after laid before Parliament, in accordance with the NHS FT Annual Reporting Manual 2020/21 [↑](#footnote-ref-5)