

## 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 | | | |
|  |  |  | | | |
| 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 | | | |
|  |  |  | | | |
| 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) | | | | |
| 1. Chief Executive’s report – supporting detail (papers - RR/App 22/2021) | | | | |
| 1. Financial Statements & Accounts 2020/21 – supporting detail[[4]](#footnote-4) (paper - RR/App 23/2021) | | | | |
| 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) | | | | |
| 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) | | | | |
| 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) | | | | |

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)