

## BOARD OF DIRECTORS’ MEETING

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

##### Wednesday, 20 July 2022

##### 09:00 – 12:30

**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 – Buckinghamshire Voice service user/carer forum(paper – BOD 40/2022 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.***
 | 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 most recent version of the Register, see* ***Reading Room/Appendix (paper – RR/App 37/2022)***
 | DW | 09:20 |
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| 1. Minutes and Matters Arising of the Board of Directors’ meetings held on: 25 May and 15 June 2022 (paper – BOD 41-42/2022)
* *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 including system update and update from the Council of Governors’ meeting on 15 June 2022 (paper – BOD 43/2022)
* *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 44/2022)

* *To discuss. For supporting detail, see* ***Reading Room/Appendix******(paper – RR/App 38/2022)***
 | GMcd(NB) | 09:40 |
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| **PERFORMANCE** –***and any escalations or highlights from across Board Committees*** |
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| 1. Integrated Performance Report (IPR) (paper – BOD 45/2022) and opportunity for Board Committees to escalate, highlight or provide assurances
* *For information/assurance and feedback. To include overview of: Services; Quality & Safety; Patient Experience; Workforce; and Finance/Sustainability. For supporting IPR detail, [****including Safety & Quality Dashboard****]**see* ***Reading Room/Appendix (paper – RR/App 39/2022)***
* *Opportunity for highlights from the Board Committees. For supporting detail, see Board Committee minutes in the* ***Reading Room/Appendix******(papers – RR/App 40-44/2022)*** *for:*
	+ Audit Committee;
	+ Charity Committee;
	+ Executive Management Committee;
	+ Finance & Investment Committee;
	+ Mental Health Act Committee;
	+ People, Leadership & Culture Committee; and
	+ Quality Committee
 | Exec Team&Cttee Chairs | 09:55 |
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| **RESEARCH & EDUCATION** *- Become a leader in healthcare research and education; and*  ***any highlights from the Quality Committee*** |
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| 1. Research & Development report (paper – BOD 46/2022)
* *For information*
 | VR/KM | 10:45 |
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| *10 minutes’ break (if required)* |  | 10:55 |
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| **PEOPLE** – *Be a great place to work; and* ***any highlights from the People, Leadership & Culture Committee*** |
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| 1. Medical Appraisal & Revalidation report (paper – BOD 47/2022)
* ***To approve statement of compliance***
 | KM | 11:05 |
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| **QUALITY** - *Deliver the best possible clinical care and health outcomes; and*  ***any highlights from the Quality Committee*** |  |  |
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| 1. Suicide Prevention Strategy progress report (paper – BOD 48/2022)
* *For information*
 | KM | 11:15 |
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| 1. Nursing Reflections from Toronto & Oxford Collaboration Visit (paper – BOD 55/2022)
* *For information*
 | MC | 11:25 |
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| 1. Journey to Outstanding update (presentation)
* *For assurance.*
 | MC | 11:40 |
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| 1. Patient Safety Incidents (**PSI**) report (paper – BOD 49/2022)
* *For assurance*
 | MC | 11:50 |
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| **SUSTAINABILITY** - *Make best use of our resources and protect the environment; and* ***any highlights from the Finance & Investment Committee*** |
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| 1. Finance report (paper – BOD 50/2022)
* *To note the financial position*
 | MMcE | 12:00 |
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| **GOVERNANCE** |  |  |
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| 1. NHS England/Improvement self-certification of compliance with provider licence (paper – BOD 51/2022)
* ***For approval***
 | KR | 12:15 |
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| 1. Corporate Registers: (i) application of the Trust’s seal (paper – BOD 52/2022); and (ii) gifts, hospitality and sponsorship (paper – BOD 53/2022)
* *For assurance*
 | KR |  |
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| 1. Corporate Affairs update report (paper – BOD 54/2022) including updates on:
	1. legal, regulatory and national policies;
	2. risks; and
	3. communications, involvement and engagement
* *To be taken as read unless questions or escalations to discuss. For supporting detail* ***and overview of Board Assurance Framework (strategic risks)*** *see* ***Reading Room/Appendix (paper – RR/App 45/2022)***
 | KR |  |
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| **ANY OTHER BUSINESS, QUESTIONS & REVIEW** |  |  |
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| 1. Any Other Business (including items to highlight from the Reading Room/Appendix)
 | DW | 12:25 |
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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 |  | 12:30 |
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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 37/2022)
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| 1. Appendices to the Chief Executive’s report (paper - RR/App 38/2022):
	1. Integrated Care Systems development updates for Buckinghamshire, Oxfordshire & Berkshire West and for Bath & North East Somerset, Swindon & Wiltshire; and
	2. Oxford Academic Health Partners report
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| 1. Integrated Performance Report (IPR) - supporting information (paper - RR/App 39/2022)
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| 1. Meetings, reports and updated Terms of Reference from Committees:
2. Audit Committee on 18 May and 15 June 2022 (oral update if required) and annual report including Terms of Reference (paper - RR/App 40/2022)
3. Charity Committee on 08 June 2022 (*CONFIDENTIAL SUPPORTING MATERIAL NOT FOR PUBLICATION* – Private Reading Room paper - RR/App-pvt 41/2022)
4. Executive Management Committee (oral update if required)
5. Finance & Investment Committee on 17 May 2022 (paper - RR/App 42/2022)
6. Mental Health & Law Committee on 28 April 2022 (oral update if required)
7. People, Leadership & Culture Committee on 05 May 2022 (paper - RR/App 43/2022)
8. Quality Committee on 12 May 2022 (paper - RR/App 44/2022)
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| 1. Appendices to the Corporate Affairs update report (paper - RR/App 45/2022):
	1. Legal, Regulatory & Policy update;
	2. Board Assurance Framework (strategic risks);
	3. Charity & Invovlement impact and update report;
	4. Emergency Planning & Business Continuity – involvement & engagement; and
	5. Communications – June review and July forward plan.
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1. Apologies: Nick Broughton, Chief Executive; and Mohinder Sawhney, Non-Executive Director. [↑](#footnote-ref-1)