

## BOARD OF DIRECTORS’ MEETING

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

##### Wednesday, 30 November 2022

##### 09:00 – 12:20

**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* | Chair/ All | 09:00 | |
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| 1. Patient Story – lived experience of mental health crises (paper – BOD 67/2022 and video). *For access outside of the meeting to the video link, see* [*https://youtu.be/BtxNLLSyjdY*](https://youtu.be/BtxNLLSyjdY)  * *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.*** | Deputy  Chief Nurse | 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 57/2022)*** | Chair | 09:20 | |
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| 1. Minutes and Matters Arising of the Board of Directors’ meeting held on 28 September 2022 (paper – BOD 68/2022)  * *To be taken as read unless amendments to the Minutes or updates on Matters Arising* | Chair |  | |
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| **STRATEGIC & SYSTEM OVERVIEW & UPDATES** |  |  | |
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| 1. Trust Chair’s report including system update (paper – BOD 69/2022) and update from the Council of Governors’ Meeting on 23 November 2022  * *To be taken as read unless questions or escalations to discuss* | Chair | 09:30 | |
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| 1. Chief Executive’s report (paper – BOD 70/2022)      * *To discuss. For access, as supporting information, to the Buckinghamshire, Oxfordshire & Berkshire West (BOB) Integrated Care Board (ICB) Board papers:* [*https://www.bucksoxonberksw.icb.nhs.uk/about-us/board-meetings/board-papers/*](https://www.bucksoxonberksw.icb.nhs.uk/about-us/board-meetings/board-papers/) | CEO | 09:40 | |
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| **PERFORMANCE & SUSTAINABILITY** – *Make best use of our resources and protect the environment;*  ***and any escalations or highlights from across Board Committees*** | | | |
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| 1. Integrated performance and sustainability reporting:    1. Board Committees’ Advice, Assurance and Alerts to the Board (oral updates);    2. Integrated Performance Report (IPR) (paper – BOD 71/2022); and    3. Finance report (paper – BOD 72/2022)      * *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 58/2022)*** *and for Board Committee minutes see* ***Reading Room/Appendix******(papers – RR/App 60-65/2022)*** *for:*   + Audit Committee;   + Charity Committee;   + Executive Management Committee;   + Finance & Investment Committee;   + Mental Health & Law Committee;   + People, Leadership & Culture Committee; and   + Quality Committee | Cttee Chairs &  Exec Team | 09:55 | |
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| 1. Winter preparedness including vaccination reporting (paper – BOD 73/2022)  * *For assurance* | Deputy  Chief Nurse & EMDs | 10:40 | |
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| *10 minutes’ break (if required)* |  | 10:50 | |
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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. Oxford Health Biomedical Research Centre report on Committee Governance (paper – BOD 74/2022)  * ***To approve*** | CMO/ CEO | 11:00 | |
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| 1. Research and National Institute for Health and Care Research (NIHR) Infrastructure update (paper – BOD 75/2022)  * *For information and assurance* | R&D/  CMO | 11:05 | |
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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. Freedom to Speak Up Guardian report (paper – BOD 76/2022)  * *For information* | CPO | 11:20 | |
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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. Quality and Safety of Mental Health, Learning Disability and Autism inpatient services (paper – BOD 77/2022)  * *For assurance. For supporting detail see* ***Private Reading Room/Appendix (paper – RR/App-pvt 59/2022)*** | Deputy  Chief Nurse | 11:35 | |
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| 1. Journey to Outstanding update (oral update)  * *For assurance.* | Deputy  Chief Nurse |  | |
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| 1. Patient Safety Incidents (**PSI**) report (paper – BOD 78/2022)  * *For assurance* | Deputy  Chief Nurse |  | |
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| **GOVERNANCE** |  |  | |
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| 1. Annual reports and statements:    1. Health & Safety annual report (paper – BOD 79/2022)    2. Emergency Planning annual report (paper – BOD 80/2022)    3. Modern Slavery Act transparency statement (paper – BOD 81/2022)  * *For information and* ***approval of the NHS Emergency Planning, Resilience & Response core standards self-assessment as described in the Emergency Planning annual report*** | ED for D&T/  DoCACoSec | 12:00 | |
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| 1. Corporate Registers: (i) application of the Trust’s seal (paper – BOD 82/2022); and (ii) gifts, hospitality and sponsorship (paper – BOD 83/2022)  * *For assurance* | DoCACoSec |  | |
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| 1. Corporate Affairs update report (paper – BOD 84/2022) including updates on:    1. Legal, Regulatory and Policy update;    2. Board Assurance Framework – strategic risks;    3. Communications; and    4. 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 66/2022)*** | DoCACoSec |  | |
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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) | Chair | 12:15 | |
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| 1. Questions from the public | Chair |  | |
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| 1. Review of the Meeting  * *To feedback on the meeting – what worked well and what could be improved* | Chair/ All |  | |
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| Meeting Close |  | 12:20 | |
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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 57/2022) | | |
| 1. Appendix to the Chief Executive’s report:    1. Access to the Buckinghamshire, Oxfordshire & Berkshire West (**BOB**) Integrated Care Board (**ICB**) Board papers:<https://www.bucksoxonberksw.icb.nhs.uk/about-us/board-meetings/board-papers/> | | |
| 1. Integrated Performance Report (IPR) - supporting information: Safety & Quality Dashboard (paper - RR/App 58/2022) | | |
| 1. Quality and Safety of Mental Health, Learning Disability and Autism Inpatient services – supporting information (*CONFIDENTIAL SUPPORTING MATERIAL NOT FOR PUBLICATION* – Private Reading Room paper - RR/App-pvt 59/2022) | | |
| 1. Meetings, reports and updated Terms of Reference from Committees: 2. Audit Committee on 14 September 2022 (papers - RR/App 60/2022) and 23 November 2022 (oral update if required) 3. Charity Committee on 08 September 2022 (oral update if required) and Charity Committee annual report (paper - RR/App 61/2022) 4. Executive Management Committee (oral update if required) 5. Finance & Investment Committee on 20 September 2022 (paper - RR/App 62(i)/2022) and (*CONFIDENTIAL SUPPORTING MATERIAL NOT FOR PUBLICATION* – Private Reading Room paper - RR/App-pvt 62(ii)/2022) and 22 November 2022 (oral update if required) 6. Mental Health & Law (**MH&L**) Committee on 27 July 2022 and MH&L Committee annual report (papers - RR/App 63-64/2022) and 12 October 2022 (oral update if required) 7. People, Leadership & Culture Committee on 13 October 2022 (oral update if required) 8. Quality Committee on 15 September 2022 (paper - RR/App 65(i)/2022) and (*CONFIDENTIAL SUPPORTING MATERIAL NOT FOR PUBLICATION* – Private Reading Room paper - RR/App-pvt 65(ii)/2022) and 10 November 2022 (oral update if required) | | |
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| 1. Appendices to the Corporate Affairs update report (paper - RR/App 66/2022):    1. Legal, Regulatory & Policy update;    2. Board Assurance Framework (strategic risks) | | |
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1. Apologies: Marie Crofts, Chief Nurse (being deputised by Britta Klinck, Deputy Chief Nurse); and Kia Nobre, Non-Executive Director. Joining from 10:00: Philip Rutnam, Non-Executive Director. [↑](#footnote-ref-1)