

## 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.***
 | DeputyChief 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*
 | DeputyChief 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)***
 | DeputyChief Nurse | 11:35 |
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| 1. Journey to Outstanding update (oral update)
* *For assurance.*
 | DeputyChief Nurse |  |
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| 1. Patient Safety Incidents (**PSI**) report (paper – BOD 78/2022)
* *For assurance*
 | DeputyChief 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)
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| 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/>
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| 1. Integrated Performance Report (IPR) - supporting information: Safety & Quality Dashboard (paper - RR/App 58/2022)
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| 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)
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| 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)