

## BOARD OF DIRECTORS’ MEETING

##### Wednesday, 24 May 2023

##### 09:00 – 12:30

**Microsoft Teams virtual meeting**

## Agenda

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| **INTRODUCTORY ITEMS** | **Paper/ Reading Room** | **Purpose** | **Lead** | **Indicative Time** |
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| 1. **#Hellomynameis** and apologies for absence[[1]](#footnote-2) | - | Welcome | Chair | 09:00 |
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| 1. Confirmation of questions relating to agenda items or for discussion at the end of the meeting | - | - | Chair |  |
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| 1. Carer’s Story – Adult Mental Health | BOD 25/2023 | Information | Chief Nurse | 09:05 |
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| 1. Register of Directors’ Interests | *RR/App 18/2023* | Update | Chair | 09:20 |
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| 1. Minutes and Matters Arising of the meeting held on 29 March 2023 | BOD 26/2023 | Approval | Chair |  |
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| **STRATEGIC, REGULATORY & SYSTEM** | | | | |
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| 1. Trust Chair’s report | BOD 27/2023 | Discussion | Chair | 09:30 |
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| 1. Chief Executive’s report | BOD 28/2023  *RR/App 19/2023* | Discussion | CEO | 09:40 |
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| 1. Buckinghamshire, Oxfordshire & Berkshire West (**BOB**) Joint Forward Plan ­ (supporting annexes in the Reading Room) | BOD 29/2023  *RR/App 20/2023* | Information &  Assurance | CMO  and  ICB Acting Director of Strategy & Partnerships | 09:55 |
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| 1. Trust 23/24 Annual Plan | BOD 30/2023 | Approval | Head of Strategy  and  Chief Finance Officer | 10:10 |
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| 1. Corporate Affairs report including updates on:    1. Legal, Regulatory and Policy;    2. Board Assurance Framework (strategic risks);    3. Communications; and    4. Involvement and Engagement | BOD 31/2023  *RR/App 21/2023* | Information &  Assurance | DoCA/ CoSec | 10:20 |
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| **PERFORMANCE & SUSTAINABILITY** | | | | |
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| 1. Integrated performance and sustainability reporting:    1. Integrated Performance Report (**IPR**); and    2. Finance report | BOD 32/2023  *RR/App 22/2023* | Information &  Assurance | Exec Team | 10:30 |
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| *10 minutes’ break (if required)* | | | | 11:10 |
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| 1. Board Committees’ update reports   (oral updates or reports on matters for Alert, Assurance and Advice (3As);  see Reading Room for supporting Committee minutes and agendas) | BOD 33/2023  *RR/App 23-28 /2023* | Discussion | C’ttee Chairs | 11:20 |
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| **RESEARCH & EDUCATION** | | | | |
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| 1. Research & Development report | BOD 34/2023 | Information | R&D Director and  CMO | 11:30[[2]](#footnote-3) |
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| **PEOPLE** | | | | |
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| 1. Improving Quality, Reducing Agency update | BOD 35/2023 | Information | Chief Nurse | 11:45 |
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| **QUALITY** | | | | |
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| 1. Patient Safety Incidents (**PSI**) report | BOD 36/2023 | Assurance | Chief Nurse | 12:00 |
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| 1. Draft Quality Account (before final version to the Board in June)[[3]](#footnote-4) | BOD 37/2023 | Discussion | Chief Nurse |  |
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| 1. Annual reports in Reading Room having been recommended by the Quality Committee:    1. Director of Infection Prevention & Control annual report; and    2. Complaints annual report | *RR/App 29-30 /2023* | Approval/  receipt | Chief Nurse and  QC Chair |  |
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| **GOVERNANCE & REGULATORY** |  |  |  |  |
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| 1. Data Security and Protection Toolkit | BOD 38/2023 | Approval | Chief Medical Officer | 12:15 |
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| **CONCLUSION & RESOLUTION TO CONDUCT PRIVATE BUSINESS** | | | | |
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| 1. Any Other Business | - | - | Chair | 12:20 |
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| 1. Questions from the public and any governors or staff attending | - | - | Chair |  |
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| 1. Review of the Meeting | - | - | Chair |  |
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| 1. Resolution by the Board to exclude the public and conduct its business in private for confidential matters which may be prejudicial to the public interest if conducted in public or for other reasons | - | Approval | Chair |  |
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| Meeting Close |  |  |  | 12:30 |
| Next meetings in public:   * 21 June 2023 (Annual Report & Accounts); and * 19 July 2023 |  |  |  |  |
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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 18/2023) | | | | |
| 1. Appendices to the Chief Executive’s report (paper - RR/App 19/2023): 2. Toronto-Oxford Psychiatry Collaboration: (i) agenda for visit, April 2023; and (ii) annual report 2022/23; and 3. 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. Annexes to the BOB Joint Forward Plan (paper - RR/App 20/2023) | | | | |
| 1. Appendices to the Corporate Affairs update report (paper - RR/App 21/2023): 2. Legal, Regulatory & Policy update; 3. Board Assurance Framework (strategic risks); 4. Communications; and 5. Involvement and Engagement | | | | |
| 1. Integrated Performance Report (**IPR**) - supporting information:  Safety & Quality Dashboard (paper - RR/App 22/2023) | | | | |
| 1. Meetings, minutes, agendas and supporting information from Committees: 2. Audit Committee on 22 February 2023 and agenda for 25 April 2023 (paper - RR/App 23/2023) 3. Charity Committee on 08 February 2023 (oral update if required) 4. Executive Management Committee (oral update if required) 5. Finance & Investment Committee on 21 March 2023 and agenda for 10 May 2023 (paper - RR/App 24/2023) 6. Mental Health & Law Committee on 08 March 2023 and agenda for 16 May 2023 (paper - RR/App 25/2023) 7. People, Leadership & Culture Committee on 27 April 2023 (paper - RR/App 26/2023) 8. Quality Committee on 09 February 2023 and agenda for 04 May 2023 (paper - RR/App 27/2023) | | | | |
| 1. Annual reports having been recommended by the Quality Committee:    1. Director of Infection Prevention & Control annual report (paper - RR/App 28/2023); and    2. Complaints annual report (paper - RR/App 29/2023) | | | | |
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1. Apologies: Amélie Bages, Executive Director of Strategy & Partnerships.   
   Present for part only: Rick Trainor, Non-Executive Director [↑](#footnote-ref-2)
2. Item needs to conclude by 11:45 to enable the R&D Director to attend another meeting [↑](#footnote-ref-3)
3. Not for publication on website until after final Board approval in June [↑](#footnote-ref-4)