

## BOARD OF DIRECTORS’ MEETING

##### Wednesday, 27 March 2024

##### 09:00 – 12:40

**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. Patient Story – Oxfordshire Adult and Older Adult Mental Health Services | BOD 11/2024 | Discussion | Chief Nurse | 09:05 |
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| 1. Staff Story from the Race Equality Network | BOD 12/2024 | Discussion | Chief People Officer | 09:20 |
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| 1. Declarations and Register of Directors’ Interests | *RR/App 08/2024* | Update | Chair | 09:35 |
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| 1. Minutes and Matters Arising of the meeting held on 31 January 2024 | BOD 13/2024 | Approval | Chair |  |
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| **STRATEGIC, REGULATORY & SYSTEM** | | | | |
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| 1. Trust Chair’s report including update on Vice Chair and Senior Independent Director roles | BOD 14/2024 | Discussion | Chair | 09:45 |
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| 1. Chief Executive’s report   (supporting 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/>) | BOD 15/2024 | Discussion | CEO | 09:55 |
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| 1. Corporate Affairs report including updates on:    1. Legal, Regulatory and Policy;    2. Board Assurance Framework (strategic risks);    3. Charity and Involvement impact and updates; and    4. Communications and Engagement | BOD 16/2024  *RR/App 09/2024* | Information &  Assurance | DoCA/ CoSec | 10:10 |
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| **PERFORMANCE, PEOPLE & SUSTAINABILITY** | | | | |
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| 1. Annual Plan 2024/25 (including financial planning update) and review of 2023/24 position | BOD 17/2024 | Approval (FY25 Annual Plan) & Information | Chief Finance Officer | 10:25 |
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| 1. Staff Survey results | BOD 18/2024 | Approval | Chief People Officer | 10:45 |
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| *10 minutes’ break (if required)* | | | | 11:00 |
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| 1. Integrated performance and sustainability reporting:    1. Integrated Performance Report (**IPR**);    2. Safety & Quality Dashboard; and    3. Finance report | BOD 19/2024 | Information &  Assurance | Exec Team | 11:10 |
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| 1. Board Committees’ update reports and recommendations from recent meetings:    1. 3As reporting/oral updates (matters for Alert, Advice and Assurance) from Committees (see Reading Room for supporting Committee minutes and agendas)    2. Audit Committee recommendation:  Board Standing Orders  (see Reading Room for version highlighting changes) | BOD 20/2024  *RR/App  10-15/2024*  BOD 21/2024  *RR/App  16/2024* | Discussion  Approval | C’ttee Chairs  DoCA/CoSec and CMH | 11:40 |
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| **RESEARCH & EDUCATION** | | | | |
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| 1. Research & Innovation report | BOD 22/2024 | Information | Chief Medical Officer | 11:50 |
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| **QUALITY** | | | | |
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| 1. Mortality and Suicide Prevention reporting | BOD 23/2024 | Information | Chief Medical Officer | 12:00 |
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| 1. Patient Safety Incidents (**PSI**) report | BOD 24/2024 | Assurance | Chief Nurse | 12:10 |
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| 1. Journey to Excellence update (presentation/oral update) | - | Information | Chief Nurse | 12:20 |
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| **GOVERNANCE & REGULATORY** | | | | |
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| 1. Corporate Registers: (i) application of Trust seal; and (ii) receipt of gifts and hospitality | BOD 25/2024 | Assurance | DoCA/ CoSec | 12:30 |
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| **CONCLUSION & RESOLUTION TO CONDUCT PRIVATE BUSINESS** | | | | |
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| 1. Any Other Business | - | - | Chair | 12:35 |
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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 |  |  |  | 12:40 |
| Next meeting in public: 22 May 2024 |  |  |  |  |
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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 08/2024) | | | | |
| 1. Appendix to the Chief Executive’s report: 2. 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. Appendices to the Corporate Affairs update report (paper - RR/App 09/2024): 2. Legal, Regulatory & Policy update; 3. Board Assurance Framework (strategic risks) 4. Charity and Involvement impact and updates; and 5. Communications and Engagement | | | | |
| 1. Meetings, minutes, agendas and supporting information from Committees: 2. Audit Committee on 21 November 2023 and agenda for 22 February 2024 (paper - RR/App 10/2024) 3. Charity Committee on 22 November 2023 and 07 February 2024 (paper - RR/App 11/2024) 4. Finance & Investment Committee on 23 January 2024 and agendas for 23 January 2024 and 12 March 2024 (paper - RR/App 12/2024) 5. Mental Health & Law Committee on 17 October 2023 and agenda for 29 February 2024 (paper - RR/App 13/2024) 6. People, Leadership & Culture Committee on 17 January 2024 (paper - RR/App 14/2024) 7. Quality Committee on 09 November 2023 and agenda for 08 February 2024 (paper - RR/App 15/2024) | | | | |
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| 1. Board Standing Orders – version highlighting changes (paper - RR/App 16/2024) | | | | |
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1. Apologies: Amélie Bages, Executive Director of Strategy & Partnerships; Chris Hurst, Non-Executive Director; and Ben Riley, Executive Managing Director for Primary, Community & Dental Care [↑](#footnote-ref-2)