**BOARD OF DIRECTORS’ MEETING IN PUBLIC**

**Wednesday, 23 July 2025, 09:00-12:30**

Unipart Conference Centre, Unipart House, Garsington Road, Cowley, Oxford OX4 2PG

**AGENDA**

|  |  |  |  |  |  |
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| **No.** | **Item** | **Lead** | **Purpose** | **Paper** | **Time** |
| **Welcome** | | | | | |
|  | **#Hellomynameis** and apologies for absence[[1]](#footnote-2) | Chair | Welcome | N/A | 09:00 |
| **Patient and Staff Stories** | | | | | |
|  | Patient Story - building relationships between patients, carers and staff in the forensic service | Chief Nurse | Discussion | Enclosed | 09:05 |
|  | Staff Story – Buckinghamshire Older Adults Community Team | Chief People Officer | Discussion | Enclosed | 09:20 |
| **Opening Items** | | | | | |
|  | Register of Directors’ Interests and declarations on items on the agenda | Chair | Assurance | Enclosed | 09:35 |
|  | Minutes of the meeting held on 21 May 2025 |  | Approval | Enclosed |  |
|  | Action log and Matters Arising from the Minutes |  | Assurance | Enclosed |  |
| **Strategic, Regulatory & System** | | | | | |
|  | Trust Chair’s report | Chair | Discussion | Enclosed | 09:40 |
|  | Chief Executive’s report  [Link to Buckinghamshire, Oxfordshire & Berkshire West (BOB) Integrated Care Board (ICB) papers: <https://www.bucksoxonberksw.icb.nhs.uk/about-us/board-meetings/board-papers/>] | CEO | Discussion | Enclosed | 09:50 |
|  | Corporate Affairs report:   * Legal, Regulatory and Policy; * Horizon Scanning; and * Fit & Proper Person (FPP) annual submission report. | ED of Corp Affairs | Information  &  Assurance | Enclosed | 10:05 |
|  | Board Assurance Framework | ED of Corp Affairs | Approval | Enclosed |  |
| **Performance, Sustainability & Quality** | | | | | |
|  | Integrated performance and sustainability reporting:  a. Integrated Performance Report (IPR)  b. Quality & Safety Dashboard  c. Finance report | Exec Team | Information &  Assurance | Enclosed | 10:25 |
|  | Patient Safety Incidents (PSI) report | Chief Nurse | Assurance | Enclosed | 10:50 |
| **10 minutes’ break 11:00 – 11:10** | | | | | |
|  | Guardian of Safe Working & Medical Education reports | Chief Medical Officer | Information & Assurance | Enclosed | 11:10 |
| **Research & Education** | | | | | |
|  | Research & Development report including:  a. Biomedical Research Centre; and  b. NMAHPPs[[2]](#footnote-3) Research Capacity and Capability Development project. | Director of R&D/  Chief Medical Officer | Information | Enclosed | 11:20 |
| **Governance & Reports on recommendation of committees** | | | | | |
|  | Committee assurance reports (3As):   1. Mental Health & Law Committee 13 May and 22 July 2025 2. Charity Committee 22 May 2025 3. Audit & Risk Committee 18 June 2025 4. People, Leadership & Culture Committee 24 June 2025 5. Finance & Investment Committee 01 July 2025 6. Quality Committee 10 July 2025 | Committee Chairs | Discussion &  Assurance | Enclosed & Reading Room | 11:40 |
|  | Committee annual reports | ED of Corp Affairs | Assurance | Enclosed & Reading Room |  |
|  | Quality Committee recommendation:  Quality Impact Assessment (Annual Plan) | Chief Nurse/ ED of Strategy | Assurance | Enclosed | 11:55 |
|  | People, Leadership & Culture Committee recommendation:  Freedom to Speak Up (FTSU) annual report | FTSU Guardians/  Chief People Officer | Information &  Assurance | Enclosed | 12:00 |
|  | Review of Trust Constitution | ED of Corp Affairs | Approval | Enclosed | 12:10 |
| **Closing matters & Resolution to conduct private business** | | | | | |
|  | Any Other Business |  |  |  | 12:20 |
|  | Questions from the public, governors or staff |  |  |  |  |
|  | Review of the Meeting |  |  |  |  |
|  | Confidential matters - Resolution by the Board to exclude the public, any observers and press from the remainder of the meeting and conduct its business in private for matters which may be prejudicial to the public interest if conducted in public or for other reasons |  |  |  |  |
|  |  |  |  |  |  |
|  | Close |  |  |  | 12:30 |
|  | Date of next meeting – 24 September 2025 |  |  |  |  |
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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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|  | Appendix to the Chief Executive’s report:  Link 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/> | | | | |
|  | Committee minutes, agendas, annual reports and available Terms of Reference (**ToR**):   1. Audit & Risk Committee 23 April, 18 June 2025, annual report and ToR 2. Charity Committee 22 May 2025 and annual report 3. Finance & Investment Committee 14 May, 01 July 2025, annual report and ToR 4. Mental Health & Law Committee 13 May, 22 July 2025 and annual report 5. People, Leadership & Culture Committee 29 April, 24 June 2025 and annual report 6. Quality Committee 01 May, 10 July 2025, annual report and ToR | | | | |
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1. Apologies from: Kamal Mahtani, Non-Executive Director appointee of the University of Oxford [↑](#footnote-ref-2)
2. Nurses, Midwives, Allied Health Professionals, Healthcare Scientists, Pharmacists and Psychologists (**NMAHPP**) [↑](#footnote-ref-3)