

## BOARD MEETING

Date:	13 <sup>th</sup> June 2023
Venue:	MS Teams
Time:	2:00 – 5:00pm

## AGENDA

		Paper/Verbal Presented by	Approx. Timings
<b>2:00pm</b>		<b>MAIN MEETING (Pack A &amp; B Papers)</b>	
1.	<b>Welcome and Apologies: Claire Valsler</b>		
2.	<b>Our People Story</b> <b>Staff Story – Integrated Care Making a Difference</b> To hear how one of our Trainee Nurse Associates used his professional expertise to ensure a patient received the appropriate care needed and ensured that learning from the incident took place.	Andy Edmondson	30 mins
3.	<b>Declaration of Interest</b> Board members are asked to declare if they have any direct or indirect interest in the items to be considered at the meeting	Amanda Cheesley Verbal	5 mins
4.	<b>Previous Minutes – Meeting in Public</b> To formally approve the minutes of the meeting in public held on 14 <sup>th</sup> February 2023	Amanda Cheesley Paper	
<b>2:35pm</b>		<b>CHAIR'S REPORT</b>	
5.	<b>Chair and Non-Executive Directors' Report</b> To provide an update on the appointment of Sue Porto as the new Chief Executive Officer and to update the Board on matters not covered elsewhere on the agenda	Chair & NEDS Verbal & Paper	10 mins
<b>2:45pm</b>		<b>ASSURANCE REPORTING/ RISK / REGULATORY</b>	
6.	<b>Executive Committee Report:</b> To update the Board on significant matters of business reported by the Executive Committee, covering recent assurance reporting on: <ul style="list-style-type: none"> <li>• <b>Operational Performance</b></li> <li>• <b>Quality/ Clinical</b></li> <li>• <b>Digital</b></li> <li>• <b>Workforce</b></li> <li>• <b>Finance</b></li> <li>• <b>Other areas of activity/interest</b></li> </ul>	Julie Sharma Paper	25 mins
7.	<b>Risk Register</b> To provide assurance to the Board on the position of risks with a score of 15 or more	Mary Lewis Paper	10 mins
<b>3:20pm</b>		<b>BREAK</b>	
<b>3:25pm</b>		<b>ITEMS FOR DECISION &amp; DISCUSSION</b>	

8.	<b>People's Council</b> To present to the Board the activities and achievements of the People's Council since February 2023 (Penny presenting on behalf of Claire Valsler)	Penny Agent Paper	5 mins
9.	<b>Business and Financial Plan</b> To approve our business and financial plan for 2023/24.	Julie Sharma/ Clive Bassett Paper	15 mins
10.	<b>Staff Survey Action Plan Update</b> To provide assurance on our activities to support our staff in response to our staff survey results (including results of the recent Pulse Survey).	Sheridan Flavin Paper	15 mins
11.	<b>Equality &amp; Diversity Update</b> To provide assurance to Board on on-going EDI staff developments	Sheridan Flavin Paper	15 mins
12.	<b>Quality Account</b> To approve the 2023 Quality Account	Mary Lewis Paper	10 mins
<b>4:30pm CONSENT AGENDA ITEMS (Pack B Papers)</b>			
13.	<b>Consent Agenda Cover Report</b> To inform the Board of the items covered under this section of the agenda and arrangements for their approval.	Donna Cairns Paper	
14.	<b>Equality, Diversity &amp; Inclusion Policy</b> For formal ratification by Board, as the designated approval route for this policy, following approval by the Executive Committee.	Sheridan Flavin Paper	
15.	<b>Risk Management Policy</b> For formal ratification by Board, as the designated approval route for this policy, following consultation with the Audit, Assurance & Risk Committee, and approval by the Executive Committee.	Mary Lewis Paper	
16.	<b>Quarterly Summary Report from the Audit, Assurance &amp; Risk Committee</b> To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings and to approve the revised Title and Terms of Reference for the Committee. <b>16.1 – AARC Terms of Reference</b>	Lorna Harrison Paper	
17.	<b>Quarterly Summary Report from the People Committee</b> To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings and to approve Terms of Reference for the Committee. <b>17.1 – People Committee Terms of Reference</b>	Anil Patil Paper	5 mins
18.	<b>Quarterly Summary Report from the Finance, Estates, Environment &amp; Digital Committee</b> To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings.	Simon MacSorley Paper	
19.	<b>Quarterly Summary Report from the Performance Committee</b> To receive an update report for assurance on key discussions, actions and decisions from recent meetings.	Barbara Brown Paper	
20.	<b>Quarterly Summary Report from the Quality &amp; Outcomes Committee</b> To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings.	Paul May Paper	
21.	<b>Quarterly Professional Council Summary</b> To present to the Board with a summary of the Quarter 3 activities and decisions from meetings of the Professional Council	Mary Lewis/ Kathryn Bateman Paper	

	<b>4.35pm</b>	<b>PUBLIC QUESTIONS (Received in advance)</b> Questions will be dealt with earlier in the meeting, following the agenda items the questions relate to at the Chair's discretion.	
22.	<b>PUBLIC QUESTIONS</b>	Boards response to questions received in advance relating to this agenda	Amanda Cheesley 10 mins
	<b>4:45pm CHAIRS SUMMING UP &amp; CLOSE OF PUBLIC SESSION</b>		
	<b>4.50pm PRIVATE SESSION – Board Pack C (Board Members Only)</b>		
23	<b>Minutes of Private Board</b>	To formally review and approve minutes of Board meetings held in private in February and April 2023	Amanda Cheesley 10 mins
24	<b>Review of Actions</b>	To receive any further updates to Board meeting actions not noted in advance of the meeting	
25	<b>Any Other Private Business &amp; Close of Private Session</b>		

**FORWARD MEETING DATES**

<b>DATE</b>	<b>TIME</b>	<b>MEETING TYPE</b>	<b>VENUE</b>
11 <sup>th</sup> July 2023	10 – 4pm	Confidential/Seminar	TBC
8 <sup>th</sup> August 2023	10 – 4pm	Seminar	TBC
12 <sup>th</sup> September 2023	2 – 5pm	Quarterly Public	Virtual
10 <sup>th</sup> October 2023	10 – 4pm	Seminar/Joint with Members	TBC
14 <sup>th</sup> November 2023	10 – 4pm	Seminar	TBC
12 <sup>th</sup> December 2023	2 – 5pm	Quarterly Public	Virtual
9 <sup>th</sup> January 2024	10 – 4pm	Seminar	TBC
13 <sup>th</sup> February 2024	10 – 4pm	Seminar	TBC
12 <sup>th</sup> March 2024	2 – 5pm	Quarterly Public	Virtual