

PACK A

Board 11 June 2024 Meeting in public

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| Date: | 11 th June 2024 |
| Venue: | Rooms G8, 9 and 10, Ground Floor, Castlewood, Tickenham Road, Clevedon, BS21 6FW |
| Time: | 2:00 – 5:00pm |

AGENDA

| | | Paper/ Verbal Presented by | Approx. Timings |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------|
| 2:00pm | | MAIN MEETING (Pack A) | |
| 1. | Welcome and Apologies | | |
| 2. | Our People Story: Forgotten minutes: waiting for care in the community | Mary Lewis Digital | 15 mins |
| 3. | Declaration of Interest Board members are asked to declare if they have any direct or indirect interest in the items to be considered at the meeting | Barbara Brown Verbal | 2 mins |
| 4. | Minutes To formally approve the minutes of the meeting in public held on 12 March 2024 and 9 April 2024 | Barbara Brown Paper | 3 mins |
| 5. | Matters Arising and action log | Barbara Brown Paper | |
| 14:20pm | | CHAIR AND CEO REPORTS | |
| 6. | Chair and Non-Executive Directors' Report To provide an update on NED activities undertaken in the last quarter and to update the Board on themes emerging from Board meeting feedback | Chair & NEDs Verbal | 5 mins |
| 7. | Chief Executive Report To update the Board on significant matters of business not covered elsewhere on the agenda, covering recent activities both internally and within the wider healthcare system | Julie Sharma Paper | 5 mins |
| 8. | Chief Medical Officer's Report To receive an update from the Medical Officer | Kathryn Bateman Paper | 5 mins |
| 14:35pm | | PEOPLE'S VOICE REPORT | |
| 9. | People's Voice To present to the Board the recent activities and achievements of the People's Voice | Claire Valsler Verbal | 5 mins |
| 10. | Engagement & Experience Strategy To receive an update on the Engagement and Experience Strategy | Mary Lewis Paper | 10 mins |
| 14:45pm | | ASSURANCE REPORTING/ RISK / REGULATORY | |
| 11. | Quarterly Summary Report from the Finance, Estates, Environment & Digital Committee To receive the quarterly update for assurance on key discussions, actions and decisions from recent meetings from the Chair of the Committee to include Estates strategy update | Simon MacSorley Verbal | 10 mins |
| 12. | Year-end Finance Report To receive the year-end financial position | Laks Khangura Paper | 10mins |
| 13. | Budget and Financial Plan 2024/25: Summary of Cost Pressures To update the Board on the cost pressures to 2024/25 budget | Laks Khangura Paper | 10 mins |

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| | 15:15 – 15:25pm | BREAK | | |
| 14. | Quarterly Summary Report from the Audit, Assurance & Risk Committee To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings from the Chair of the Committee | | Lorna Harrison Verbal | 10 mins |
| 15. | Risk Register Report To provide assurance to the Board on the position of risks with a score of 15 or more | | Mary Lewis Paper | 10 mins |
| 16. | Quarterly Summary Report from the Quality & Outcomes Committee and to approve the Quality Account To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings from the Chair of the Committee and to approve the Quality Account. | | Paul May Paper | 10 mins |
| 17. | Quarterly Summary Report from the Performance Committee To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings from the Chair of the Committee | | Lorna Harrison Verbal | 10 mins |
| 18. | Quarterly Summary Report from the People Committee To receive the quarterly report for assurance on key discussions, actions and decisions from recent meetings from the Chair of the Committee | | Anil Patil Verbal | 10 mins |
| 19. | Appointment of NEDs 1) Ratification of Non-Executive Director (NEDs) extension 2) Appointment of Interim Senior Independent Director (SID) | | Barbara Brown Paper | 10mins |
| | 16:25pm | PUBLIC QUESTIONS (Received in advance) Questions will be dealt with earlier in the meeting, following the agenda items the questions relate to at the Chair's discretion. | | |
| 20. | PUBLIC QUESTIONS Boards response to questions received in advance relating to this agenda | | Barbara Brown | 5 mins |
| | 16:30pm CHAIRS SUMMING UP & CLOSE OF PUBLIC SESSION | | | |

| FORWARD MEETING DATES | | | | |
|------------------------------|--------------|-------------|---------------------|---------------------------------------|
| | DATE | TIME | MEETING TYPE | VENUE |
| | Tue 9th Jul | 10am-4pm | Seminar | G9, 10 and 11, Castlewood |
| | Tue 10th Sep | 2-5pm | Formal | Rooms 1,2 and 3, Bristol Science Park |
| | Tue 8th Oct | 10am-4pm | Seminar | TBC |
| | Tue 10th Dec | 2-5pm | Formal | TBC |
| | Tue 14th Jan | 10am-4pm | Seminar | TBC |
| | Tue 11th Mar | 2-5pm | Formal | TBC |