

## BOARD OF DIRECTORS MEETING IN PUBLIC AGENDA

<b>Date:</b>	Thursday 10 September 2020	<b>Time:</b>	08:30 – 11:15am
<b>Venue:</b>	Virtual Webex meeting	<b>Chair:</b>	Dr Maxwell Mclean, Chairman

In light of the Government restrictions to groups of people meeting, our meeting of the Board of Directors will take place virtually, and will not be open to the public. The agenda and papers are available on our website and any feedback in relation to their content should be provided to Jacqui Maurice, Head of Corporate Governance ([jacqui.maurice@bthft.nhs.uk](mailto:jacqui.maurice@bthft.nhs.uk)) in the first instance. In due course the minutes of this meeting will be published.

- 08:30 – Amanda Hardaker, Matron, Midwifery & Gynaecology for Bo.9.20.3 – Patient Story
- 09:40 – Carly Stott, Clinical Risk and Governance Lead and Nicola Cawley, Consultant Obs & Gynae for Bo.9.20.13 –Maternity Services update – July 2020
- 09:55 – Graeme Holmes Information Governance Manager for Bo.9.20.18 - Data Protection Officer Annual Report

Time	No.	Agenda Item	Lead	Outcome	Papers attached
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### Section 1: Opening matters

08:30		Chairman's Opening remarks	Chairman		Verbal
	Bo.9.20.1	Apologies for Absence Matthew Horner, Director of Finance represented by Chris Smith, Deputy Director of Finance	Chairman	To note	Verbal
	Bo.9.20.2	Declarations of Interest	Chairman	To note	Verbal
	Bo.9.20.3	Patient Story	Chief Nurse	To note	Verbal

### Section 2: Business from Previous Board Meeting

08:45	Bo.9.20.4	Minutes of the meeting held on 9 July 2020	Chairman	For approval	Bo.9.20.4
	Bo.9.20.5	Matters Arising	Chairman	To note	Verbal

### Section 3: Business Reports

08:55	Bo.9.20.6	Report from the Chairman	Chairman	To note	Bo.9.20.6
	Bo.9.20.7	Report from the Chief Executive	Chief Executive	To note	Verbal
	Bo.9.20.8	NHSE Phase 3 Guidance: Covid Response	Director of Strategy and Integration	To note	Bo.9.20.8
	Bo.9.20.9	Implementing our New Governance Model	Director of Strategy and Integration	To note	Presentation

### Section 4: Delivery of the Trust's Clinical Strategy

09:10	Bo.9.20.10	Strategic Risk Register	Chief Executive	To note	Bo.9.20.10 to be tabled
	Bo.9.20.11	Integrated Dashboard	Chief Executive	To note	Bo.9.20.11

<b>Section 4a: Quality</b>					
09:25	Bo.9.20.12	Quality Dashboard	Chief Medical Officer and Chief Nurse	To note	Refer to Bo.9.20.11
	Bo.9.20.13	Maternity Services Update – July 2020	Chief Nurse	For decision	Bo.9.20.13 & presentation
	Bo.9.20.14	Infection Prevention & Control Report Jan-April 2020 Q4 Annual Report	Chief Nurse	For approval	Bo.9.20.14
	Bo.9.20.15	Freedom To Speak Up (FTSU) Annual report 2019/20	Chief Nurse	To note	Bo.9.20.15
	Bo.9.20.16	CQC Infection Prevention & Control Assessment outcome	Chief Nurse	For approval	Bo.9.20.16
	Bo.9.20.17	CQC Action Plan update – July 2020	Chief Nurse	To note	Bo.9.20.17
	Bo.9.20.18	Annual Data Protection Officer Report	Chief Digital & Information Officer	To note	Bo.9.20.18
	Bo.9.20.19	Update NHS Patient Safety Strategy 2019 – Appointment of Patient Safety Specialists	Chief Medical Officer	For approval	Bo.9.20.19

<b>Section 4b: Finance &amp; Performance</b>					
10:10	Bo.9.20.20	Finance and Performance Dashboard	Director of Finance and Chief Operating Officer	To note	Refer to Bo.9.20.11

<b>Section 4c: Workforce</b>					
10:35	Bo.9.20.21	Workforce Dashboard	Director of HR	To note	Refer to Bo.9.20.11
	Bo.9.20.22	Our Covid 19 – Health & Wellbeing approach	Director of HR	To note	Bo.9.20.22
	Bo.9.20.23	NHS People Plan 2020/21	Director of HR	To note	Bo.9.20.23

<b>Section 4d: Partnerships</b>					
	Bo.9.20.24	Partnership Dashboard	Director of Strategy and Integration	To note	Refer to Bo.9.20.11

<b>Section 4e: Audit and Assurance</b>					
10:55	Bo.9.20.25	Report from the Audit and Assurance Committee	Director of Finance	To note	Bo.9.20.25

<b>Section 4f: Delivery of the Trust's Clinical Strategy</b>					
	Bo.9.20.26	Board Assurance Framework and Risk Appetite Statement	Chief Executive	For decision	Bo.9.20.26 To be tabled

<b>Section 5: Governance</b>					
	Bo.9.20.27	Use of the Trust Seal	Director of Strategy and Integration/Deputy Chief Executive	To note	Bo.9.20.27
	Bi.9.20.28	Estates and Facilities and Internal Transformation	Chief Operating Officer	To note	Verbal

<b>Section 6: Board Meeting Outcomes</b>					
11:10	Bo.9.20.29	Any other business	Chairman	To note	Verbal
	Bo.9.20.30	Issues to add to Strategic Risk Register	Chairman	For decision	Verbal
	Bo.9.20.31	Issues to escalate to NHS Improvement	Chairman	For decision	Verbal

	Bo.9.20.32	Issues to be reported to Care Quality Commission	Chairman	For decision	Verbal
	Bo.9.20.33	Items for Corporate Communications	Chairman	For decision	Verbal
	Bo.7.20.34	Date and time of next meeting Thursday, 12 November 2020	Chairman	To note	Verbal

### **Annexes for the meeting of the Board of Directors 10 September 2020**

<b>Annex 1 : For Information: routine reports received by the Board of Directors</b>					
Bo.9.20.35	Finance Report	Director of Finance	To note	Bo.9.20.35	
Bo.9.20.36	Monthly Performance update – July 2020	Chief Operating Officer	To note	Bo.9.20.36	

<b>Annex 2: For Information – reports received by Board Committees</b>					
Bo.9.20.37	Confirmed AAC Minutes: - 4 February 2020 - 10 June 2020 - 16 June 2020	Chair of the Audit & Assurance Committee	To receive	Bo.9.20.37	

<b>Annex 3: For Information – Board Committee Governance</b>					