

## BOARD OF DIRECTORS MEETING IN PUBLIC AGENDA

<b>Date:</b>	Thursday, 21 September 2023	<b>Time:</b>	09:30 – 14:30
<b>Venue:</b>	Virtual – MS Teams	<b>Chair:</b>	Dr Maxwell Mclean, Chairman

- 09:30-09:50 –Lucy Wyld, Consultant in Palliative Medicine– Bo.9.23.3 – REACT presentation
- 10:50-11:10 – Carl Stephenson, Associate Director of Performance – Bo.9.23.9 – Health Inequalities presentation
- 11:45-12:05 - Sara Hollins, Director of Midwifery, Bo.9.23.12 – Maternity & Neonatal Update
- 12:35-12:45 - Helen Farmer/Shak Rafiq, Bradford District & Craven Health and Care Partnership, Bo.9.23.16 – Shipley Hospital update
- 14:00-14:10 – Graeme Holmes, Information Governance Manager, Bo.9.23.23 - Annual Data Protection Officer Information Governance Report
- 14:10-14:20– Chris Davies, Deputy Director of Estates & Facilities, Bo.9.23.24 – Premises Assurance Model update
- Observers: Callum Kay, Aisha Mirza, Daniel Guest and Liam Bilson, Graduate Trainees

No.	Agenda Item	Lead	Outcome	Papers attached
<b>09:30 Section 1: Opening matters</b>				
-	Chairman's Opening remarks	Chairman		Verbal
Bo.9.23.1	Apologies for Absence <ul style="list-style-type: none"> <li>• Matthew Horner, Director of Finance (Chris Smith, Deputy Director of Finance representing)</li> <li>• Professor Louise Bryant – Non-Executive Director</li> </ul>	Chairman	For information	Verbal
Bo.9.23.2	Declarations of Interest	Chairman	For information	Bo.9.23.2
Bo.9.23.3	Getting to know the Clinical Service Units (CSUs) – Marie Curie Responsive Emergency Assessment and Community Team (REACT)	Chief Operating Officer	For information	Presentation
<b>10:00 Section 2: Business from Previous Board Meeting</b>				
Bo.9.23.4	Minutes of the meeting held on 13 July 2023	Chairman	For approval	Bo.9.23.4
Bo.9.23.5	Matters Arising	Chairman	For information	Verbal
<b>10:05 Section 3: Business Reports</b>				
Bo.9.23.6	Report from the Chairman	Chairman	For information	Bo.9.23.6
Bo.9.23.7	Report from the Chief Executive	Chief Executive	For information	Bo.9.23.7

### 10:40 Section 4: Delivery of the Trust's Clinical Strategy

<b>10:40 Section 4a: Finance &amp; Performance</b>				
Bo.9.23.8	Report from the Chair of the Finance and Performance Academy – July 2023	Chair of the Finance and Performance Academy	For assurance	Bo.9.23.8
Bo.9.23.9	Health Inequalities – Access, Experience and Outcomes	Chief Operating Officer / Chief Medical Officer / Chief Nurse	For assurance	Presentation
Bo.9.23.10	Protecting and Expanding Elective Capacity – Self Certification	Chief Operating Officer	For approval	Bo.9.23.10

**BREAK 11:25 – 11:35**

<b>11:35 Section 4b: Quality and Patient Safety</b>				
Bo.9.23.11	Report from the Chair of the Quality and Patient Safety Academy – July and August 2023	Chair of the Quality and Patient Safety Academy	For assurance	Bo.9.23.11
Bo.9.23.12	Maternity and Neonatal Services Update	Chief Nurse	For assurance	Bo.9.23.12

<b>12:05 Section 4c: People</b>				
Bo.9.23.13	Report from the Chair of the People Academy – July 2023	Chair of the People Academy	For assurance	Bo.9.23.13
Bo.9.23.14	Equality and Diversity Council Update	Chief Executive	For assurance	Bo.9.23.14

<b>12:35 Section 4d: Partnerships</b>				
Bo.9.23.15	Partnerships Dashboard	Chief Executive	For assurance	Bo.9.23.15
Bo.9.23.16	ShIPLEY Hospital Update	Helen Farmer/Shak Rafiq, Bradford District & Craven Health & Care Partnership	For information	Bo.9.23.16

**BREAK 12:45 – 13:00**

<b>13:00 Section 4e: Audit &amp; Assurance</b>				
Bo.9.23.17	Report from the Chair of the Audit Committee – September 2023	Chair of the Audit Committee	For assurance	Bo.9.23.17
Bo.9.23.18	Audit Committee Annual Report July 2022 – June 2023 • Audit Committee Terms of Reference	Chair of Audit Committee	For assurance For approval	Bo.9.23.18
Bo.9.23.19	Board Assurance Framework and High Level Risks	Associate Director of Corporate Governance/Board Secretary	For assurance	Bo.9.23.19

<b>13:25 Section 5: Governance</b>				
Bo.9.23.20	Review of Board Standing Orders	Associate Director of Corporate Governance/Board Secretary	For approval	Bo.9.23.20
Bo.9.23.21	Compliance with Code of Governance for NHS Provider Trusts and amendments to NHS Provider Licence and Enforcement Guidance	Associate Director of Corporate Governance/Board Secretary	For information	Bo.9.23.21
Bo.9.23.22	Modern Slavery and Human Trafficking Statement	Associate Director of Corporate Governance/Board Secretary	For approval	Bo.9.23.22
Bo.9.23.23	Annual Data Protection Officer Information Governance Report	Data Protection Officer	For assurance	Bo.9.23.23
Bo.9.23.24	Premises Assurance Model (PAM) progress report	Chief Operating Officer	For assurance	Bo.11.23.24
Bo.9.23.25	Use of the Trust Seal	Associate Director of Corporate Governance/Board Secretary	For assurance	Bo.9.23.25

<b>14:25 Section 6: Board Meeting Outcomes</b>				
Bo.9.23.26	Any Other Business	Chairman	For information	Verbal

Bo.9.23.27	Issues to refer to Board Committees/Academies or elsewhere	Chairman	For approval	Verbal
Bo.9.23.28	Date and time of next meetings: <ul style="list-style-type: none"> <li>16 November 2023 – 10am</li> </ul>	Chairman	For information	Verbal

**Annexes for the meeting of the Board of Directors 21 September 2023**

<b>Annex 1: For Information: routine reports received by the Board of Directors</b>				
Bo.9.23.29	Integrated Dashboard	All	For information	Bo.9.23.29
Bo.9.23.30	Finance Report	Director of Finance	For information	Bo.9.23.30
Bo.9.23.31	Performance Report	Chief Operating Officer	For information	Bo.9.23.31

<b>Annex 2: For Information: reports received by Board Committees/Academies</b>				
Bo.9.23.32	Freedom to Speak Up Quarterly Report	Chief Nurse	For information	Bo.9.23.32
Bo.9.23.33	Workforce Report	Interim Director of HR	For information	Bo.9.23.33

<b>Annex 3: For Information: Board Committee/Academy Governance</b>				
Bo.9.23.34	Confirmed Academy minutes: <ul style="list-style-type: none"> <li>Quality &amp; Patient Safety Academy – 28 June &amp; 10 July 2023</li> <li>People Academy – 5 July 2023</li> <li>Finance &amp; Performance Academy – 10 July 2023</li> </ul>	Chairs of Academies	For information	Bo.9.23.34
Bo.9.23.35	Confirmed Audit Committee Minutes – 23 May 2023	Chair of the Audit Committee	For information	Bo.9.23.35