

Board of Directors' Meeting Agenda

**To be held at 9.30am on Tuesday, 5 September 2017
in the Boardroom, Education Centre
(NED only pre-meet at 8.30am)**

Part 1 - Held in Public

Item no.			Actions	Lead
Procedural Items				
59/17	Welcome and apologies	-	-	<i>Alan Tobias, Chairman</i>
60/17	Declaration of conflicts of interest	-	<i>To note</i>	<i>Alan Tobias, Chairman</i>
61/17	Approval of Part 1 minutes of meeting held on 2 May 2017	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
62/17	Matters arising from minutes (if any):	-	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
63/17	Consideration of Part 1 Action Tracker	<i>Attached</i>	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
Operational Performance				
64/17	Monthly Integrated Performance Report, including the Serious Incidents Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Yvonne Blücher and Joint Executive Group</i>
65/17	Emergency Preparedness, Resilience and Response (EPRR) Assurance	<i>Attached</i>	<i>To approve</i>	<i>Yvonne Blücher, Managing Director</i>
Quality				
66/17	Nursing Establishment – April to July 2017	<i>Attached</i>	<i>To receive assurance</i>	<i>Diane Sarkar, Chief Nurse</i>
67/17	CQC Update – Process, Inspection and Documentation	<i>Attached</i>	<i>For information</i>	<i>Diane Sarkar, Chief Nurse</i>
68/17	NHSI – Infection Control Visit	<i>To follow</i>	<i>To receive assurance</i>	<i>Diane Sarkar, Chief Nurse</i>
Financial Performance				
69/17	Financial Position	<i>Attached</i>	<i>To note</i>	<i>James O'Sullivan, Chief Finance Officer</i>
70/17	Procurement Transformation Plan	<i>Attached</i>	<i>To approve</i>	<i>James O'Sullivan, Chief Finance Officer</i>
Workforce				
71/17	Appraisal and Revalidation Report	<i>To follow</i>	<i>To receive assurance</i>	<i>Celia Skinner, Chief Medical Officer</i>
72/17	Annual Guardian of Safe Working Report	<i>To follow</i>	<i>To receive assurance</i>	<i>Celia Skinner, Chief Medical Officer</i>
Chairman, Chief Executive and Managing Director Reports (Part 1)				
73/17	Part 1 report from the Chairman previewing 6 September 2017 Joint Working Board	<i>Verbal</i>	<i>For information</i>	<i>Alan Tobias, Chairman</i>

Item no.			Actions	Lead
74/17	Part 1 report from the Chief Executive	<i>Verbal</i>	<i>For information</i>	<i>Clare Panniker, Chief Executive</i>
75/17	Part 1 report from the Managing Director	<i>Verbal</i>	<i>For information</i>	<i>Yvonne Blücher, Managing Director</i>
Board Governance				
76/17	BAF Review	<i>Attached</i>	<i>To approve</i>	<i>Brinda Sittapah, Company Secretary</i>
77/17	Finance and Resources Committee (FRC) Report	<i>Attached</i>	<i>To receive assurance</i>	<i>David Parkins, NED</i>
78/17	Quality Assurance Committee (QAC) Reports - 21 June 2017 - 16 August 2017	<i>Attached</i>	<i>To receive assurance</i>	<i>Fred Heddell, NED</i>
79/17	Audit Committee Reports - 3 May 2017 and 22 May 2017 - 26 July 2017	<i>Attached</i>	<i>To receive assurance</i>	<i>Mike Green, NED</i>
80/17	Charitable Funds Committee (CFC) Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Fred Heddell, NED</i>
Board Governance Planning				
81/17	Review of Board Calendar	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
82/17	Date of next Board meeting: Tuesday, 5 December 2017	-	<i>To note</i>	<i>Alan Tobias, Chairman</i>