

**UNIVERSITY HOSPITALS DORSET NHS FOUNDATION TRUST
BOARD OF DIRECTORS – PART 1 HELD IN PUBLIC**

The next meeting of the University Hospitals Dorset NHS Foundation Trust Board of Directors Part 1 will be held at 9:30 on Wednesday 1 May 2024 via Microsoft Teams.

If you are unable to attend please notify the Company Secretary Team by sending an email to: company.secretary-team@uhd.nhs.uk

Rob Whiteman
Chairman

AGENDA – PART 1 PUBLIC MEETING

9:30 on Wednesday 1 May 2024

Time	Item		Method	Purpose	Lead
9:30	1	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
9:32	2	Declarations of Interest	Verbal		Chair
9:35	3	Patient Story	Verbal	Discussion	CNO
9:50	4	MINUTES			
9:50	4.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 6 March 2024	Paper	Approval	Chair
9:51	4.2	Matters Arising - Action List – <i>none outstanding</i>	Verbal	Information	Chair
9:55	5	TRUST CHAIR AND CHIEF EXECUTIVE UPDATES			
9:55	5.1	Trust Chair's Update	Verbal	Information	Chair
10:00	5.2	Chief Executive Officer's Report	Paper	Information	CEO
10:15	6	STRATEGY, RISK AND PERFORMANCE			
10:15	6.1	Board Assurance Framework and Risk Register: review of significant risks; new risks rated 12 and above	Paper	Assurance	Execs
10:25	6.2	Integrated Quality, Performance, Workforce, Finance and Informatics Report <i>Questions to the Executive Team by exception</i>	Paper	Assurance	Execs
10:40	6.3	Quality Committee – Chair's Report – March and April 2024 <ul style="list-style-type: none"> Maternity Safety Champions Report (<i>to be presented by Director of Midwifery</i>) Mortality Report 	Verbal Paper Paper	Assurance Assurance Assurance	Committee Chair

		<ul style="list-style-type: none"> Quality Impact Assessment Report 	Paper	Assurance	
10:50	6.4	People and Culture Committee – Chair’s Report – April 2024 <ul style="list-style-type: none"> Guardian of Safe Working Hours Annual Report 	Verbal Paper	Assurance Assurance	Committee Chair
11:00	6.5	Finance and Performance Committee – Chair’s Report – March and April 2024 <ul style="list-style-type: none"> Feedback from Council of Governors and our community on the draft Annual Plan 	Paper Paper	Assurance Approval	Committee Chair
11:10	6.6	Population Health and System – Chair’s Report – March 2024	Paper	Assurance	Committee Chair
11:20	6.7	Audit Committee – Chair’s Report – April 2024 <ul style="list-style-type: none"> Annual Certificates 	Paper Paper	Assurance Approval	Committee Chair
11:25	6.8	Transforming Care Together – Chair’s Report – April 2024	Verbal	Assurance	Chair
11:30	7	PEOPLE AND CULTURE			
11:30	7.1	Staff Survey	Paper	Assurance	CPO
11:40	7.2	Gender Pay Report	Paper	Assurance	CPO
11:50	7.3	Freedom to Speak Up Guardian Report & Strategy	Paper	Assurance Approval	FTSUG
12:00	8	ITEMS FOR APPROVAL			
12:00	8.1	Fit and Proper Persons Policy	Paper	Approval	CoSec/ CPO
	8.2	Independence of Non-Executive Directors	Paper	Approval	Chair
	8.3	Register of Directors’ Interests	Paper	Approval	Chair/ CoSec
	8.4	Membership of Board Committees	Paper	Approval	Chair
	8.5	Board’s balance, completeness and appropriateness statement	Paper	Approval	Chair
12:05	9	Any Other Business	Verbal	Discussion	Chair
	10	Reflections on the Board Meeting	Verbal	Discussion	Chair

	11	Questions from the Council of Governors and Public arising from the agenda. Governors and Members of the public are requested to submit questions relating to the agenda by no later than noon on Sunday 28 April 2024 to company.secretary-team@uhd.nhs.uk
	12	Date and Time of Next Board of Directors Part 1 Meeting: Board of Directors Part 1 Meeting on Wednesday 3 July 2024 at 9:30.
	13	Resolution Regarding Press, Public and Others: To agree, as permitted by the National Health Service Act 2006 (as amended), the Trust's Constitution and the Standing Orders of the Board of Directors, that representatives of the press, members of the public and others not invited to attend to the next part of the meeting be excluded due to the confidential nature of the business to be transacted.
12:15	14	Close
		Verbal
		Chair

* Late paper

^R Associated item in Reading Room

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The recording will be deleted after the minutes of the meeting have been approved.

Items for Next Board Part 1 Agenda

Standing Reports

- Patient Story
- Trust Chair's Update
- Chief Executive Officer's Report
- Board Assurance Framework
- Integrated Performance Report
- Risk Register Report
- Maternity Safety Champions Report

Quarterly Reports

- Guardian of Safe Hours Report

Bi-annual/Annual Reports

- Annual Complaints Report
- Board Committee Terms of Reference
- Board Committees – Effectiveness Reviews
- Board Meeting Schedule

AGENDA – PART 2 PRIVATE MEETING

12:30 on Wednesday 1 May 2024

Time	Item		Method	Purpose	Lead
12:30	15	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	16	Declarations of Interest	Verbal		Chair
12:32	17	MINUTES AND ACTIONS			
12:32	17.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 6 March 2024 and 3 April 2024	Paper	Approval	Chair
12:33	17.2	Matters Arising – Action List	Paper	Review	Chair
12:35	18	UPDATES			
12:35	18.1	Chief Executive Officer's Update	Verbal	Information	CEO
12:50	18.2	Escalations from Committee Chairs (not already covered in Part 1)	Verbal	Information	Committee Chairs
12:55	18.3	Feedback from Service Visits	Verbal	Information	All
13:10	19	STRATEGY AND FINANCE			
	19.1	Going Concern	Paper	Approval	CFO
	19.2	Draft Annual Accounts	Paper	Review	CFO
	19.3	Operational and Financial Plan Update	Paper	Review	CFO/ CSTO
13:45	20	QUALITY AND PEOPLE			
13:45	20.1	Serious Incident Report	Paper	Review	CMO
13:50	21	ITEMS FOR APPROVAL			
13:50	21.1	Patient First	Paper	Approval	CEO/ CFO
	21.2	New Hospitals Programme – Contract 11 Works	Paper	Approval	CFO
	21.3	Microsoft Enterprise Agreement	Paper	Approval	CFO
	21.4	Airwaves Lease	Paper	Approval	CSTO

	21.5	AECC Licence/Lease	Paper	Ratification	COO
	21.6	Annual Governance Statement	Paper	Approval	CEO
	22	Any Other Business	Verbal		Chair
	23	Reflections on the Board Meeting	Verbal		Chair
	24	Date and Time of Next Standing Board of Directors Part 2 Meeting: Board of Directors Part 2 Meeting on Wednesday 5 June 2024 at 9:30.			
14:00	25	Close	Verbal		Chair

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Items for Next Standing Board Part 2 Agenda

Standing Reports

- Trust Chair's Update
- Chief Executive's Update
- Serious Incident Report

Bi-annual/Annual Reports

- Quality Account – draft
- Annual Report and Accounts – draft

Ad Hoc

- Digital Strategy
- Clinical Strategy

List of abbreviations:

Officer titles

CPO – Chief People Officer
CFO – Chief Finance Officer
CSTO – Chief Strategy and Transformation Officer

CEO – Chief Executive Officer
CNO – Chief Nursing Officer
CoSec – Associate Director of Corporate Governance

Other abbreviations

CDEL – Capital Delegated Expenditure Limit
CIP – Cost Improvement Programme
ED – Emergency Department
HSMR – Hospital Standardised Mortality Ratio
ICB – Integrated Care Board
ICS – Integrated Care System
IPR – Integrated Performance Report
ITU – Intensive Therapy Unit
MSG – Mortality Surveillance Group
NHSE/I – NHS England/Improvement
#NOF – Fractured neck of femur
NRTR – No reason to reside
OPEL – Operational Pressures Escalation Levels
RTT – Referral to Treatment
SDEC – Same Day Emergency Care

SHMI – Summary Hospital-Level Mortality Indicator
SMR – Standardised Mortality Ratio
SWAST – South West Ambulance Service NHS Foundation Trust