

**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 13:15 on Monday 27 March 2023 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](mailto:company.secretary-team@uhd.nhs.uk)

**Rob Whiteman**  
Chairman

**AGENDA – PART 1 PUBLIC MEETING**

**13:15 on Monday 27 March 2023**

Time	Item		Method	Purpose	Lead
13:15	1	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	2	Declarations of Interest	Verbal		Chair
	3	Patient Story	Verbal	Discussion	CNO
	4	Update from the Council of Governors	Verbal	Information	Lead Governor
13:30	5	<b>MINUTES AND ACTIONS</b>			
	5.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 25 January 2023	Paper	Approval	Chair
	5.2	Matters Arising - Action List	Paper	Review	Chair
13:35	6	<b>TRUST CHAIR AND CHIEF EXECUTIVE UPDATES</b>			
	6.1	Trust Chair's Update	Verbal	Information	Chair
	6.2	Chief Executive Officer's Report <ul style="list-style-type: none"> <li>Update</li> <li>ICB Minutes – 5 January 2023</li> </ul>	Paper	Information	CEO
13:50	7	<b>INTEGRATED PERFORMANCE REPORT AND RISK</b>			
	7.1	Integrated Quality, Performance, Workforce, Finance and Informatics Report <i>Questions to the Executive Team by exception –</i>	Paper	Assurance	Execs

	7.2	Risk Register Report	Paper	Review	CNO
14:00	8	<b>QUALITY AND PEOPLE</b>			
	8.1	CQC Inspection Reports	Paper	Information	CNO
	8.2	Staff Survey	Paper	Information	CPO
14:20	9	<b>STRATEGY AND PLANNING</b>			
	9.1	Integrated Care Partnership Strategy	Paper	Information	CEO
	9.2	Annual Operational Plan	Paper	Information	CSTO
14:35	10	<b>COMMITTEE CHAIRS' REPORTS</b>			
	10.1	Finance and Performance Committee – Chair's Reports – February and March 2023 <ul style="list-style-type: none"> <li>Annual Going Concern Statement (<i>for approval</i>)</li> </ul>	Paper	Assurance	Committee Chair
	10.2	Quality Committee – Chair's Reports – February and March 2023	Paper	Assurance	Committee Chair
	10.3	People and Culture Committee – Chair's Report – February 2023	Paper	Assurance	Committee Chair
	10.4	Audit Committee – Chair's Report – March 2023 <ul style="list-style-type: none"> <li>Register of Compliance with Licence Conditions (<i>for approval</i>)</li> <li>Register of Compliance with Code of Governance (<i>for approval</i>)</li> </ul>	Paper	Assurance	Committee Chair
14:50	11	<b>GOVERNANCE</b>			
	11.1	Annual Board Effectiveness Report	Paper	Approval	Chair
	11.2	Terms of Reference: <ul style="list-style-type: none"> <li>Population Health and System Committee</li> </ul>	Paper	Approval	Chair
	11.3	Independence of Non-Executive Directors	Paper	Approval	Chair
14:55	12	<b>ITEMS FOR INFORMATION</b>			
	12.1	Nursing Establishment Review	Paper	Assurance	CNO

15:00	13	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 Friday 24 March 2023 to <a href="mailto:company.secretary-team@uhd.nhs.uk">company.secretary-team@uhd.nhs.uk</a>		Receive	Chair
	14	Any Other Business <ul style="list-style-type: none"> <li>Timing of January 2024 Board meeting</li> </ul>	Verbal	Discussion	Chair
	15	<b>Date and Time of Next Board of Directors Part 1 Meeting:</b> Board of Directors Part 1 Meeting on Wednesday 24 May 2023 at 13:15.			
	16	<b>Resolution Regarding Press, Public and Others:</b> 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.			
15:15	17	Close	Verbal		Chair

\* Late paper

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### Items for Next Board Part 1 Agenda

#### Standing Reports

- Patient Story
- Trust Chair's Update
- Chief Executive Officer's Report
- Integrated Performance Report
- Risk Register Report
- Integrated Care Board Minutes (March 2023)

#### Quarterly Reports

- Mortality Report
- Guardian of Safe Working Hours Report

#### Bi-annual Reports

- Freedom to Speak Up Guardian Report (inc approval of Policy)
- 7 Day Services Board Assurance Framework

#### Annual Reports

- Final Annual Operational Plan
- Board Assurance Framework (Close sign/off previous year's framework)
- Board Assurance Framework (Approve annual framework)
- Workforce Race Equality Standards Report
- Workforce Disability Equality Standards Report
- Annual SIRO Report

- Annual Estates Report
- Annual Security Report
- Seal of Documents Register
- Gifts and Hospitality Register
- Register of Interests
- Review of effectiveness of third party processes and relationships
- Availability of Resources
- Systems for Finance Compliance
- Certification of Governance and Corporate Governance Statement
- Training of Governors

### Reading Room Materials

Staff Survey Workbook and Benchmark Reports (*Agenda Item 8.2*)

Annual Operational Plan (*Agenda Item 9.2*)

Mortality Report (*Agenda item 10.2*)

## AGENDA – PART 2 PRIVATE MEETING

**15:30 on Monday 27 March 2023**

Time	Item		Method	Purpose	Lead
<b>15:30</b>	<b>18</b>	Welcome, Introductions, Apologies & Quorum	<b>Verbal</b>		<b>Chair</b>
	<b>19</b>	Declarations of Interest	<b>Verbal</b>		<b>Chair</b>
<b>15:35</b>	<b>20</b>	<b>MINUTES AND ACTIONS</b>			
	<b>20.1</b>	For Accuracy and to Agree: Part 2 Minutes of meeting held on 22 February 2023	<b>Paper</b>	<b>Approval</b>	<b>Chair</b>
	<b>20.2</b>	Matters Arising – Action List	<b>Paper</b>	<b>Review</b>	<b>Chair</b>
<b>15:40</b>	<b>21</b>	<b>UPDATES</b>			
	<b>21.1</b>	Chief Executive Officer's Update	<b>Verbal</b>	<b>Assurance</b>	<b>CEO</b>
	<b>21.2</b>	Committee Chairs' Reports	<b>Verbal</b>	<b>Information</b>	<b>Chair</b>
	<b>21.2</b>	CQC Update	<b>Verbal</b>	<b>Information</b>	<b>CNO</b>
<b>15:55</b>	<b>22</b>	<b>QUALITY AND PEOPLE</b>			
	<b>22.1</b>	Serious Incident Report	<b>Paper</b>	<b>Review</b>	<b>CMO</b>
	<b>22.2</b>	Risk Register Report	<b>Paper</b>	<b>Approval</b>	<b>CNO</b>

16:05	23	STRATEGY, TRANSFORMATION AND FINANCE			
	23.1	Annual Operational Budget	Paper	Approval	CFO
	23.2	Endoscopy Expansion Capital Equipment	Paper	Approval	CFO
	23.3	Sutures	Paper	Approval	CFO
	23.4	Strategic Integrated Imaging Solution	Paper	Approval	CIO
	23.5	New Hospitals Programme Contract Authorisation	Paper	Approval	CSTO
	23.6	Wessex Fields Land	Paper	Approval	CSTO
	23.7	Community Diagnostic Centre Business Case update	Paper	Information	COO
	24	Any Other Business	Verbal		Chair
	25	Reflections on the Board Meeting	Verbal		Chair
	26	<b>Date and Time of Next Standing Board of Directors Part 2 Meeting:</b> Board of Directors Part 2 Meeting on Wednesday 24 May 2023 at 15:30.			
17:00	27	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

##### Quarterly Reports

- Guardian of Safe Working Hours Report

##### Annual Reports

- Annual Report and Accounts

#### Reading Room Materials

Maternity Action Plan (*Agenda Item 21.2*)

Strategic Integrated Imaging Solution (*Agenda Item 23.4*)

Community Diagnostic Centre Business Case update (*Agenda Item 23.7*)

**List of abbreviations:**

**Officer titles**

ACMO – Acting Chief Medical Officer  
CFO – Chief Finance Officer  
CSTO – Chief Strategy and Transformation Officer

CEO – Chief Executive Officer  
CNO – Chief Nursing Officer

**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