

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 Wednesday 24 May 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

Rob Whiteman
Chairman

AGENDA – PART 1 PUBLIC MEETING

13:15 on Wednesday 24 May 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
13:30	4	MINUTES AND ACTIONS			
	4.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 27 March 2023	Paper	Approval	Chair
	4.2	Matters Arising - Action List – <i>(none outstanding)</i>	Verbal		Chair
13:35	5	TRUST CHAIR AND CHIEF EXECUTIVE UPDATES			
	5.1	Trust Chair's Update	Verbal	Information	Chair
	5.2	Chief Executive Officer's Report <ul style="list-style-type: none"> Update ICB Minutes – 2 March 2023 	Paper	Information	CEO
13:50	6	INTEGRATED PERFORMANCE REPORT AND RISK			
	6.1	Board Assurance Framework (Close/sign-off previous year's framework)	Paper	Assurance	CSTO
	6.2	Board Assurance Framework (Approve annual framework)	Paper	Approval	CSTO
	6.3	Risk Register Report	Paper	Review	CNO

	6.4	Integrated Quality, Performance, Workforce, Finance and Informatics Report <i>Questions to the Executive Team by exception</i>	Paper	Assurance	Execs
14:20	7	STRATEGY AND PLANNING			
	7.1	Annual Operational Plan	Paper	Information	CSTO
14:30	8	QUALITY AND PEOPLE			
	8.1	Mortality Report	Paper	Assurance	CMO
	8.2	Guardian of Safe Working Hours Report	Paper	Assurance	GSWH
14:40	9	COMMITTEE CHAIRS' REPORTS			
	9.1	Finance and Performance Committee – Chair's Reports – April and May 2023 • Annual SIRO Report	Paper	Assurance	Committee Chair
	9.2	Quality Committee – Chair's Reports – April and May 2023	Paper	Assurance	Committee Chair
	9.3	People and Culture Committee – Chair's Report – May 2023* • Gender Pay Report (<i>for approval</i>)	Paper	Assurance	Committee Chair
	9.4	Population Health and System Committee – Chair's Report – April 2023	Paper	Assurance	Committee Chair
	9.5	Audit Committee – Chair's Report – May 2023* • Availability of Resources and Systems for Financial Compliance (<i>for approval</i>) • Certification of Governance (<i>for approval</i>)	Paper	Assurance	Committee Chair
	9.6	Charitable Funds Committee – Chair's Report – May 2023*	Paper	Assurance	Committee Chair
14:55	10	GOVERNANCE			
	10.1	Enabling Accountability Framework	Paper	Approval	COO
	10.2	Freedom to Speak Up: • Annual Report • Policy	Paper	Approval	FTSUG
	10.3	Training of Governors	Paper	Approval	Chair
	10.4	Terms of Reference: • Finance and Performance Committee • People and Culture Committee	Paper	Approval	Chair

		<ul style="list-style-type: none"> Quality Committee and Committee membership 			
	11	ITEMS FOR INFORMATION			
	11.1	Seal of Documents Register	Paper	Information	CoSec
15:05	12	<p>Questions from the Council of Governors and Public arising from the agenda.</p> <p>Governors and Members of the public are requested to submit questions relating to the agenda by no later than Sunday 21 May 2023 to company.secretary-team@uhd.nhs.uk</p>		Receive	Chair
	13	Any Other Business	Verbal	Discussion	Chair
	14	Date and Time of Next Board of Directors Part 1 Meeting: Board of Directors Part 1 Meeting on Wednesday 26 July 2023 at 13:15.			
	15	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.			
15:15	16	Close	Verbal		Chair

* Late paper

This meeting is being recorded for minutes of the meeting to be produced.
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
- Integrated Performance Report
- Risk Register Report
- Integrated Care Board Minutes (May 2023)

Quarterly Reports

- Quality Impact Assessment Overview Report
- Guardian of Safe Working Hours Report

Annual Reports

- Annual Complaints and Patient Experience Report
- Annual CQC Report
- Quality Assurance for Responsible Officers and Revalidation
- Annual Health and Safety Report
- Annual Organisational Audit Report

- Workforce Race Equality Standards Report
- Workforce Disability Equality Standards Report
- Committee Annual Reports

AGENDA – PART 2 PRIVATE MEETING

15:30 on Wednesday 24 May 2023

Time	Item		Method	Purpose	Lead
15:30	17	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	18	Declarations of Interest	Verbal		Chair
15:35	19	MINUTES AND ACTIONS			
	19.1	For Accuracy and to Agree: Part 2 Minutes of meeting held on 26 April 2023	Paper	Approval	Chair
	19.2	Matters Arising – Action List	Paper	Review	Chair
15:40	20	UPDATES			
	20.1	Chief Executive Officer's Update <ul style="list-style-type: none"> • CQC • New Hospitals Programme 	Verbal	Assurance	CEO
	20.2	Committee Chairs' Reports: <ul style="list-style-type: none"> • Annual Report – Financial Statements • Annual Governance Statement (<i>for approval</i>) • Capital and revenue amounts proceeded with at risk (<i>for approval</i>) 	Paper	Information	Committee Chairs
	20.2	CQC Update	Verbal	Information	CNO
15:55	21	QUALITY AND PEOPLE			
	21.1	Serious Incident Report	Paper	Review	CMO
	21.2	Risk Register	Verbal	Review	CNO
16:05	22	STRATEGY, TRANSFORMATION AND FINANCE			
	22.1	Financial Risks	Paper	Information	CFO
	22.2	Hip and Knee Prosthesis	Paper	Approval	CFO

	22.3	Use of Seal: Pharmacy Leases	Paper	Approval	CSTO
	22.4	Immunotherapy Toxicity Service	Paper	Approval	CFO
	23	Any Other Business	Verbal		Chair
	24	Reflections on the Board Meeting	Verbal		Chair
	25	Date and Time of Next Standing Board of Directors Part 2 Meeting: Board of Directors Part 2 Meeting on Wednesday 26 July 2023 at 15:30.			
17:00	26	Close	Verbal		Chair

This meeting is being recorded for minutes of the meeting to be produced.
The recording will be deleted after the minutes of the meeting have been approved.

Items for Next Standing Board Part 2 Agenda

Standing Reports

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

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