

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 9:00 on Wednesday 3 January 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

9:00 on Wednesday 3 January 2024

Time	Item		Method	Purpose	Lead
9:00	1	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	2	Declarations of Interest	Verbal		Chair
	3	Patient Story	Verbal	Discussion	CNO
9:20	4	MINUTES			
	4.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 29 November 2023	Paper	Approval	Chair
	4.2	Matters Arising - Action List – <i>(none outstanding)</i>	Verbal	Information	Chair
9:22	5	TRUST CHAIR AND CHIEF EXECUTIVE UPDATES			
	5.1	Trust Chair's Update	Verbal	Information	Chair
	5.2	Chief Executive Officer's Report	Paper	Information	CEO
9:35	6	STRATEGY, RISK AND PERFORMANCE			
	6.1	Integrated Quality, Performance, Workforce, Finance and Informatics Report <i>Questions to the Executive Team by exception</i>	Paper	Assurance	Execs
	6.2	Quality Committee – Chair's Report – December 2023	Verbal	Assurance	Committee Chair
		• Maternity Safety Champions Report <i>(to be presented by Director of Midwifery)</i>	Paper	Assurance	
		• Maternity Incentive Scheme <i>(presented by Director of Midwifery and WCCSS Care Group representatives)</i>	Paper	Approval	

	6.3	Finance and Performance Committee – Chair's Report – December 2023	Verbal	Assurance	Committee Chair
	6.4	Patient Experience and Engagement Strategy	Paper	Approval	CNO
	6.5	Risk Register: review of significant risks; new risks 12 and above	Paper	Approval	CFO
10:35	7	CULTURE			
	7.1	Patient First	Paper	Assurance	CNO
	7.2	Fit and Proper Persons	Paper	Review	ADCG/ ACPO
10:45	8	ITEMS FOR APPROVAL			
	8.1	Sexual Safety Charter	Paper	Approval	CNO
	9	Any Other Business	Verbal	Discussion	Chair
	10	Reflections on the Board Meeting	Verbal	Discussion	Chair
10:50	11	<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 noon on Friday 29 December 2023 to company.secretary-team@uhd.nhs.uk</p>			
	12	<p>Date and Time of Next Board of Directors Part 1 Meeting: Board of Directors Part 1 Meeting on Wednesday 6 March 2024 at 9:30.</p>			
	13	<p>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.</p>			
11:00	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
- Integrated Performance Report

<ul style="list-style-type: none"> • Risk Register Report
Quarterly Reports
<ul style="list-style-type: none"> • Mortality Report • QIA Report • Guardian of Safe Hours Report
Bi-annual/Annual Reports
<ul style="list-style-type: none"> • Nursing Establishment Review • Maternity Staffing Report • Staff Survey Report and Action Plan • Procurement Strategy • Register of Seal of Documents

AGENDA – PART 2 PRIVATE MEETING

11:15 on Wednesday 3 January 2024

Time	Item		Method	Purpose	Lead
11:15	15	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	16	Declarations of Interest	Verbal		Chair
11:17	17	MINUTES AND ACTIONS			
	17.1	Matters Arising – Action List	Paper	Review	Chair
11:20	18	UPDATES			
	18.1	Chief Executive Officer's Update <ul style="list-style-type: none"> • Operational Planning letter 	Verbal	Information	CEO
	18.2	Escalations from Committee Chairs (not already covered in Part 1)	Verbal	Information	Committee Chairs

11:50	19	STRATEGY			
	19.1	Wessex Fields Strategic Options	Paper	Review	CSTO
	19.2	Private Patients Strategy	Paper	Review	COO/ CSTO
	19.3	Electronic Patient Record	Paper	Review	CFO/ CMO
	19.4	Transforming Care Together	Paper	Review	COO/ CSTO
12:30	20	QUALITY AND PEOPLE			
	20.1	Serious Incident Report	Paper	Review	CMO
	20.2	Freedom to Speak Up – reflection and planning tool	Paper	Approval	FTSUG
12:40	21	ITEMS FOR APPROVAL			
	21.1	Blood Glucose and Ketone Monitoring	Paper	Approval	CFO
	21.2	Dorset Estates Partnership	Paper	Approval	CSTO
	21.3	Non-Patient Medical Transport	Paper	Approval	CFO
	21.4	Homeless Care Team	Paper	Approval	CFO
	21.5	Use of Seal	Paper	Approval	CSTO
	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 6 March 2024 at 11:45.			
12:45	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

- Operational Budget

List of abbreviations:

Officer titles

ACPO – Acting 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