

**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 5 March 2025 in the Boardrooms at Poole Hospital and 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**

**9:30 on Wednesday 5 March 2025**

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
9:55	4	<b>MINUTES</b>			
9:55	4.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 5 January 2025	Paper	Approval	Chair
9:58	4.2	Matters Arising - Action List ( <i>none outstanding</i> )	Verbal	Review	Chair
10:00	5	<b>TRUST CHAIR AND CHIEF EXECUTIVE UPDATES</b>			
10:00	5.1	Trust Chair's Update	Verbal	Information	Chair
10:10	5.2	Chief Executive Officer's Report <ul style="list-style-type: none"> <li>• ICB minutes</li> <li>• Feedback from CQC</li> </ul>	Paper	Information	CEO
10:25	6	<b>STRATEGY, RISK AND PERFORMANCE</b>			
10:25	6.1	Integrated Quality, Performance, Workforce, Finance and Informatics Report <i>Questions to the Executive Team by exception</i>	Paper	Assurance	Execs
11:00	6.2	Quality Committee – Chair's Report – January and February 2025	Paper	Assurance	Committee Chair

		<ul style="list-style-type: none"> <li>Maternity and Neonatal Quality and Safety Report Q3 <i>(to be presented by Director of Midwifery)</i></li> <li>Mortality Report</li> </ul>	Paper Paper	Assurance Assurance	
11:10	6.3	Finance and Performance Committee – Chair’s Report – January and February 2025	Verbal	Assurance	Committee Chair
11:15	6.4	People and Culture Committee – Chair’s Report – December 2024 <ul style="list-style-type: none"> <li>Guardian of Safe Working Hours <i>(to be presented by Guardian of Safe Working Hours)</i></li> <li>Maternity Staffing – June to December 2024</li> <li>Equality Diversity System</li> <li>Pay Gap Reports</li> </ul>	Paper Paper Paper Paper Paper	Assurance Assurance Assurance Approval Approval	Committee Chair
11:30	6.5	Transforming Care Together – Chair’s Report – February 2025	Verbal	Assurance	Committee Chair
11:35	6.6	Charitable Funds Committee – Chair’s Report – February 2025	Verbal	Assurance	Committee Chair
11:40	6.7	Population Health and System Committee – Chair’s Report – January 2025	Paper	Assurance	Committee Chair
11:45	6.8	Audit Committee – Chair’s Report – January 2025	Verbal	Assurance	Committee Chair
11:50	7	<b>ITEMS FOR APPROVAL/INFORMATION</b>			
11:50	7.1	Risk Register: review of significant risks; new risks rated 15 and above	Paper	Information	CNO/ Execs
	7.2	Membership of Board Committees and Terms of Reference: <ul style="list-style-type: none"> <li>Audit Committee <i>(Terms of Reference)</i></li> <li>Charitable Funds Committee <i>(membership)</i></li> <li>Finance and Performance Committee <i>(membership and Terms of Reference)</i></li> <li>People and Culture Committee <i>(Terms of Reference)</i></li> <li>Population Health and System Committee <i>(Terms of Reference)</i></li> <li>Quality Committee <i>(Terms of Reference)</i></li> <li>Transforming Care Together Group <i>(membership and Terms of Reference)</i></li> </ul>	Paper	Approval	Chair
12:05	8	Any Other Business	Verbal	Discussion	Chair
	9	Reflections on the Board Meeting	Verbal	Discussion	Chair

	10	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 2 March 2025 to <a href="mailto:company.secretary-team@uhd.nhs.uk">company.secretary-team@uhd.nhs.uk</a>
	11	<b>Date and Time of Next Board of Directors Part 1 Meeting:</b> Board of Directors Part 1 Meeting on Wednesday 7 May 2025 at 9:30.
	12	<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.
12:15	13	<b>Close</b>
		<b>Verbal</b>
		<b>Chair</b>

\* Late paper

<sup>R</sup> Associated item in Reading Room

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### Items for Next Board Part 1 Agenda

#### Standing Reports

- Patient Story
- Trust Chair's Update
- Chief Executive Officer's Update
- Committee Chair's Key Issues & Assurance Report
- Integrated Performance Report
- Risk Register Report
- Maternity Safety Champions Report

#### Annual reports

- Staff Survey Report and Action Plan
- Gender Pay Report
- Going Concern Statement
- Key Areas of Judgment and Estimation within the Annual Accounts
- Annual Operational Plan
- Annual certificates: availability of resources; training of governors
- Code of Governance
- Register of compliance with licence conditions
- Independence of Non-Executive Directors
- Seal of Documents Register
- Gifts and Hospitality Register
- Register of Directors' Interests

#### Bi-annual reports

- Board Assurance Framework

- 7 Day Services Board Assurance Framework
  - Freedom to Speak Up Guardian Report (to include Behaviour Charter)
- Quarterly Reports
- Guardian of Safe Working Hours Report
  - Mortality Report
  - Maternity and Neonatal Quality and Safety Report Q4
- Ad Hoc Reports
- Patient First
  - Accountability Framework

**AGENDA – PART 2 PRIVATE MEETING**

**12:30 on Wednesday 5 March 2025**

Time	Item		Method	Purpose	Lead
12:30	14	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
	15	Declarations of Interest	Verbal		Chair
12:32	16	<b>MINUTES AND ACTIONS</b>			
12:32	16.1	For Accuracy and to Agree: Minutes of the Board of Directors Meeting held on 5 February 2025	Paper	Approval	Chair
12:33	16.2	Matters Arising – Action List	Paper	Review	Chair
12:35	17	<b>UPDATES</b>			
12:35	17.1	Chief Executive Officer’s Update <ul style="list-style-type: none"> <li>• One Dorset Provider Collaborative Minutes</li> </ul>	Paper	Information	CEO
12:55	17.2	<ul style="list-style-type: none"> <li>• Feedback/Escalations from Committee Chairs (not already covered in Part 1)</li> <li>• Feedback From Dorset County Hospital Board</li> </ul>	Verbal	Information	Committee Chairs
13:05	17.3	Feedback from Service Visits	Verbal	Information	All

<b>13:15</b>	<b>18</b>	<b>STRATEGY AND FINANCE</b>			
<b>13:15</b>	<b>18.1</b>	Finance Update	<b>Paper</b>	<b>Review</b>	<b>CFO</b>
<b>13:25</b>	<b>18.2</b>	2025/26 Operational Planning	<b>Paper</b>	<b>Decision</b>	<b>COO</b>
<b>13:45</b>	<b>18.3</b>	Capital Update	<b>Verbal</b>	<b>Information</b>	<b>CSTO</b>
<b>13:50</b>	<b>19</b>	<b>QUALITY AND PEOPLE</b>			
<b>13:50</b>	<b>19.1</b>	Patient Safety Event Report	<b>Paper</b>	<b>Review</b>	<b>CMO</b>
<b>14:00</b>	<b>20</b>	<b>ITEMS FOR APPROVAL/INFORMATION</b>			
<b>14:00</b>	<b>20.1</b>	Shared Services Business Case	<b>Paper</b>	<b>Approval</b>	<b>CSTO</b>
	<b>20.2</b>	New Hospitals Programme FBC B	<b>Paper</b>	<b>Ratification</b>	<b>CSTO</b>
	<b>20.3</b>	Wayfinding	<b>Paper</b>	<b>Approval</b>	<b>CSTO</b>
	<b>20.4</b>	Integrated Neighbourhood Teams Business Case	<b>Paper</b>	<b>Approval</b>	<b>DCH/ DHC CSTO</b>
	<b>20.5</b>	One Dorset Procurement Business Case	<b>Paper</b>	<b>Approval</b>	<b>CFO</b>
	<b>20.6</b>	Agency Staff and Locums	<b>Paper</b>	<b>Approval</b>	<b>CFO</b>
	<b>20.7</b>	Brachytherapy Applications	<b>Paper</b>	<b>Approval</b>	<b>CFO</b>
	<b>20.8</b>	Routine and Out of Hours Reporting	<b>Paper</b>	<b>Approval</b>	<b>CFO</b>
	<b>20.9</b>	Private Patients restructuring	<b>Paper</b>	<b>Approval</b>	<b>CFO</b>
	<b>21</b>	Any Other Business	<b>Verbal</b>		<b>Chair</b>
	<b>22</b>	Reflections on the Board Meeting	<b>Verbal</b>		<b>Chair</b>
	<b>23</b>	<b>Date and Time of Next Standing Board of Directors Part 2 Meeting:</b> Board of Directors Part 2 Meeting on Wednesday 5 March 2025 at 12:30.			
<b>14:30</b>	<b>24</b>	<b>Close</b>	<b>Verbal</b>		<b>Chair</b>

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### Items for Next Standing Board Part 2 Agenda

#### Standing Reports

- Trust Chair's Update
- Chief Executive's Update
- Escalations from Committee Chairs (not already covered in Part 1)
- Patient Safety Event Report

- Recommendation Reports

Annual Report

- Operational Budget (subject to national timeline)
- Draft annual report and accounts

**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