

**Public Meeting of the Trust Board**  
**9.30 am Tuesday 30 July 2019**  
**Venue: Gartree Room, County Hall**

**Public Meeting**

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	9.30	<p><b><u>Welcome:</u></b></p> <ul style="list-style-type: none"> <li>• Angela Hillery, Chief Executive</li> <li>• Anne-Maria Newham, Director of Nursing AHPS and Quality</li> <li>• Cathy Geddes, NHS Improvement Director</li> <li>• Anna Pridmore, Interim Associate Director of Corporate Governance</li> <li>• Mark Farmer, Healthwatch</li> <li>• John Edwards, Head of Business Development and Transformation (for item 10)</li> <li>• Haseeb Ahmad, Equalities Lead (for item 11)</li> <li>• Pauline Lewitt Freedom to Speak Up Guardian (for item 24)</li>   <li>• Deanne Rennie, Deputy Clinical Director FYPC and AHPs Lead</li> <li>• Kamy Basra, Head of Communications</li> <li>• Mariam Dindar (Reverse Mentor to Cathy Ellis)</li> <li>• Dan Collard, Service Manager for Temporary staff &amp; BAME Lead Advocate</li> <li>• Olivia Hay, Graduate Management Trainee</li> <li>• Sinead Ellis-Austin, Business Manager, NHFT</li> </ul> <p><b><u>Apologies for absence:</u></b></p> <ul style="list-style-type: none"> <li>• Darren Hickman, Non-Executive Director</li> <li>• Ruth Marchington, Non-Executive Director</li> </ul>			Cathy Ellis

2	10 mins	Patient voice film	Quality Improvement		Anne-Maria Newham
3	9.40	Declarations of interest in respect of items on the agenda			
4		Minutes of the previous meeting, 23 May 2019	Assurance	A	Cathy Ellis
5		Matters arising actions	Assurance	B	Cathy Ellis
6		Chair's Report	Information	C	Cathy Ellis
7		Chief Executive's Report	Information	D	Angela Hillery
<b>Risk</b>					
8	9.50 10 mins	Corporate Risk Register	Assurance	E	Anna Pridmore
<b>Total for section = 30 minutes</b>					
<b>Strategy</b>					
9	10.00 5 mins	Better Care Together (BCT), Sustainability and Transformation Partnership (STP) status, and System Leadership Team (SLT) update <ul style="list-style-type: none"> <li>Community Services Redesign</li> </ul>	Information	F  Oral	Angela Hillery  Rachel Bilsborough
10	10.05 30 mins	STP Workstream update Mental Health all age transformation progress	Assurance  Links to STEP up to GREAT: Transformation Brick	Present-ation	Helen Thompson
11	10.35 20 mins	Equality & Diversity annual report including WRES	Assurance Links to STEP up to GREAT: Equality, Leadership, Culture Brick	G	Sarah Willis
<b>Total for section = 55 minutes</b>					
<b>Performance and Assurance Reports</b>					
Highlight reports (taken as read) from board committees: (those highlighted have been reviewed at one or more of the board committees)					
12	10.55 5 mins	Joint Quality Assurance and Finance and Performance committees meeting 18 June 2019	Assurance	H	Liz Rowbotham/ Geoff Rowbotham
13	11.00 10 mins	Quality Assurance Committee (QAC) highlight report, 21 May 2019, 18 June 2019, 16 July 2019	Assurance	I	Liz Rowbotham
	11.10 10 mins	<b>Break</b>			

14	11.20 10 mins	Finance and Performance Committee (FPC) highlight report, 21 May 2019, 18 June 2019, 16 July 2019	Assurance	J	Geoff Rowbotham
15	11.30 5 mins	• Finance monthly report – month 3	Performance	K	Dani Cecchini
16	11.35 10 mins	Integrated Quality and Performance monthly report	Performance	L	Dani Cecchini
17	11.45 5 mins	Audit and Assurance Committee (AAC) highlight report, 5 July 2019	Assurance	M	Darren Hickman
18	11.50 5 mins	Strategic Workforce Group highlight report, 10 July 2019	Assurance	N	Ruth Marchington
19	11.55 5 mins	Mental Health Act Assurance Group highlight report 11 June 2019	Assurance	O	Faisal Hussain
20	12.00 5 mins	Charitable Funds Committee highlight report 11 July 2019	Assurance	P	Cathy Ellis

Total for section = 70 minutes

### Quality Improvement and Compliance Reports

21	12.05 10 mins	Quality Improvement Plan	Quality Improvement Links to all STEP up to GREAT bricks	Q	Angela Hillery
22	12.15 10 mins	Care Quality Commission progress update	Quality Improvement Links to all STEP up to GREAT bricks	R	Anne-Maria Newham
23	12.25 10 mins	Safe Staffing June 2019 Review  6 Monthly Safe and Effective Staffing review	Assurance	Si  Sii	Anne-Maria Newham
24	12.35 10 mins	Biannual Freedom to Speak Up Guardian Report (Pauline Lewitt FTSUG in attendance)	Assurance	T	Angela Hillery
25	12.45 5 mins	Annual Report on Medical Appraisal and Revalidation	Assurance	U	Sue Elcock

Total for section = 45 minutes

### Governance and Risk

26	12.50 5 mins	Performance Management and Accountability Framework progress update	Approval	Oral	Dani Cecchini
27	12.55 10 mins	Board Committees' annual reports 2018-19	Assurance	V	Frank Lusk/Anna Pridmore

28		Any additional risks highlighted as a result of Board discussion today?			Cathy Ellis
29	13.05	Information Pack (circulated to Board members only) containing: <ul style="list-style-type: none"> <li>• Documents Signed Under Seal Q4 2018-19 and Q1 2019-2020</li> <li>• Mental Health Act Annual report</li> <li>• WRES Action Plan</li> <li>• Disability Confident Employment – Self-assessment Level 2</li> <li>• CQC Action Plan</li> </ul>	Information		Cathy Ellis
30		Any other urgent business			Cathy Ellis
31		Public questions on agenda items			Cathy Ellis
32		<b>Date of next meeting:</b> The remaining public Trust Board meetings in 2019 have been rescheduled as follows: <ul style="list-style-type: none"> <li>• 1<sup>st</sup> October 2019</li> <li>• 1<sup>st</sup> November 2019</li> <li>• 3<sup>rd</sup> December 2019</li> </ul>			Cathy Ellis
It is recommended that, pursuant to Section 1 (2), Public Bodies (Admission to Meetings) Act 1960, representatives of the press and other members of the public be excluded from the following meeting, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.					

**Confidential Trust Board Meeting  
1.30 on Tuesday 30 July 2019  
Venue: Gartree Room, County Hall**

## AGENDA

Item No	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	1.30	<p><b><u>Welcome:</u></b></p> <ul style="list-style-type: none"> <li>• Angela Hillery, Chief Executive</li> <li>• Anne-Maria Newham, Director of Nursing AHPS and Quality</li> <li>• Cathy Geddes, NHS Improvement Director</li> <li>• Anna Pridmore, Interim Associate Director of Corporate Governance</li> <li>• Kamy Basra, Head of Communications</li> <li>• Olivia Hay, Graduate Management Trainee (for staff voice item)</li> </ul> <p><b><u>Apologies for absence:</u></b></p> <ul style="list-style-type: none"> <li>• Sarah Willis, Director of HR and OD</li> <li>• Darren Hickman, Non-Executive Director</li> <li>• Ruth Marchington, Non-Executive Director</li> </ul>			Cathy Ellis
2	1.30 30 mins	Staff voice – AMH	Quality Improvement		Helen Thompson
3	2.00	Declarations of interest in respect of items on the agenda			Cathy Ellis
4		Minutes of the previous confidential meeting, 24 June 2019	Assurance	AA	Cathy Ellis
5		Matters arising	Assurance	BB	Cathy Ellis
6	2.05 10 mins	Chief Executive's report	Assurance	Oral	Angela Hillery
Total for section = 40 minutes					
<b>Strategy</b>					
7	2.15 15 mins	Sustainability and Transformation Partnership	Assurance	Oral	Angela Hillery
Total for section = 15 minutes					

## Quality

8	2.30 15 mins	Serious Incidents Level 2 investigation reports  SI 226618  SI 233785  SI 226905	Learning lessons		Anne-Maria Newham
				CCi  CCii  CCiii	
Total for section = 15 minutes					
9	2.45 10 mins	Break			
<b>Governance and Risk</b>					
10	2.55 5 mins	Reportable Issues Log	Information	DD	Anne-Maria Newham
Total for section = 5 minutes					
<b>Finance and performance</b>					
11	3.00 10 mins	Confidential Finance Report – month 3	Performance	EE	Dani Cecchini
12		Confirmed minutes available to Board members on request (matters have previously been highlighted in the Chairs' reports): <ul style="list-style-type: none"> <li>• Quality Assurance Committee</li> <li>• Finance and Performance Committee</li> <li>• Audit and Assurance Committee</li> <li>• Charitable Funds Committee</li> <li>• Strategic Workforce Group</li> <li>• Mental Health Act Assurance Committee</li> </ul>	Assurance		Cathy Ellis
Total for section = 10 minutes					
<b>Board development</b>					
13	3.10 30 mins	Service presentation – AMH operations	Quality Improvement  Links to High Standards and Quality Improvement bricks	Oral	Helen Thompson
14	3.40 5 mins	Board development action tracker on priorities	Assurance	FF	Cathy Ellis
15	3.45	Any Other Business and Review of the meeting	Assurance	Oral	Cathy Ellis
16	4.00	Close			