

# Meeting of the Board of Directors

To be held in public

**Tuesday 31<sup>st</sup> March 2015 at 9.30am**

LHCH Conference Room

## Agenda: Part 1

1	Patients Story: Darryl Chung/Consultant Cardiac Surgeon in attendance to present		Presentation
2	<b>Welcome and Opening Matters</b>		
2.1	Apologies for Absence	Chairman	
2.2	Declaration of Interests Relating to Agenda Items	All	
3	<b>Patient Safety and Quality</b>		
3.1	SHO Medical Staffing Plan Update	Medical Director	Item 3.1
3.2	<i>Response to 'Freedom to Speak Up' (Sir Robert Francis, Feb 2015*</i>	<i>Director of Strategy &amp; OD</i>	<i>Item 3.2 (a)</i>
3.3	LHCH Monthly Staffing for January 2015	Director of Nursing & Quality	Item 3.3(a)
3.4	'Excellent, Compassionate, Safe' Framework	Director of Nursing & Quality	Item 3.4
3.5	Safety Culture Survey – Progress Report	Director of Nursing & Quality	Item 3.5 Presentation
3.6	<i>Health Watch Enter and View Visit *</i>	<i>Director of Nursing &amp; Quality</i>	<i>Item 3.6</i>
4	<b>Strategy and Development</b>		
4.1	Draft Operational Plan-Monitor Submission for 2015/16 – for approval	Director of Strategy & OD	Item 4.1
4.2	Draft Proposed Financial Plan 2015/16 – for approval	Chief Finance Officer	Item 4.2
4.3	Mutuals in Health : Research Report – for approval	Director of Strategy & OD	To Follow
4.4	<i>Sustainability Strategy: Annual Report and Forward Plan*</i>	<i>Chief Operating Officer</i>	<i>Item 4.4</i>
4.5	Chief Executive's Report	Chief Executive	Item 4.5
4.6	Cardiology Services Strategic 5 Year Plan 2015/2020	Director of Strategy &	Item 4.6(a)

		OD	
5	<b>Targets and Financial Performance</b>		
5.1	Performance Assessment using the Strategic and Operational Dashboards	Director of Research & Informatics	Item 5.1 (a/b/c/d)
5.2	Month 11 Finance Report	Chief Finance Officer	Item 5.2
5.3	RTT Action Plan	Chief Operating Officer	To Follow
5.4	Staff Survey 2014-Summary Report	Director of Strategy & OD	Item 5.4 Presentation
5.5	<i>NHS England Workforce Race Equality Standards Metrics*</i>	Director of Strategy & OD	Item 5.5
6	<b>Governance and Assurance</b>		
6.1	Proposed Amendment to LHCH Constitution – New Election Rules - for approval	Associate Director of Corporate Affairs	Item 6.1(a)
6.2	Annual Review of Board Directors' Disclosures	Associate Director of Corporate Affairs	Item 6.2 (a/b/c)
6.3	Review of Compliance with NHS Foundation Trust Code of Governance – for approval	Associate Director of Corporate Affairs	Item 6.3 (a/b)
6.4	<i>Monitor Letter on Q3 Performance*</i>	Chief Executive	Item 6.4
7	<b>Board Assurance</b>		
7.1	BAF Key Issues Reports and Minutes of Assurance Committee Meetings:		
7.1.1	Quality Committee (QC): <ul style="list-style-type: none"> <li>BAF Key Issues Report</li> <li><i>Approved minutes of meeting held on 20<sup>th</sup> January 2015*</i></li> <li><i>Unapproved minutes of meeting held on 10<sup>th</sup> March 2015*</i></li> </ul>	Chair of QC	Item 7.1.1a Item 7.1.1b Item 7.1.1c
7.1.2	Integrated Performance Committee (IPC): <ul style="list-style-type: none"> <li>BAF Key Issues Report</li> <li><i>Unapproved minutes of meeting held on 21<sup>st</sup> January 2015*</i></li> </ul>	Chair of IPC	Oral Item 7.1.2b
7.1.3	Audit Committee: <ul style="list-style-type: none"> <li>BAF Key Issues Report</li> <li><i>Unapproved minutes of meeting held on 24<sup>th</sup> February 2015*</i></li> </ul>	Chair of Audit Committee	Item 7.1.3a Item 7.1.3b
7.2	Charitable Funds Committee (CFC): <ul style="list-style-type: none"> <li>Charity Independent Status</li> <li>Fundraising Strategy</li> <li><i>Approved minutes of meeting held on 26<sup>th</sup> January 2015*</i></li> <li><i>Unapproved minutes of meeting held on 10<sup>th</sup> March 2015*</i></li> </ul>	Chair of CFC	Item 7.2a Item 7.2b Item 7.2c Item 7.2d

7.3	<b>Operational Board</b> <ul style="list-style-type: none"> <li><i>Summary Report from meetings held on 6th February 2015 (Strategy Day) and 6<sup>th</sup> March 2015*</i></li> <li><i>Approved minutes of meeting held on 9<sup>th</sup> January 2015*</i></li> </ul>	Chief Executive	Item 7.3a Item 7.3b
8	<b>Chairman's Briefing</b>	Chairman	Oral
9	<b>Minutes of the Board of Directors Meeting held on 27<sup>th</sup> January 2015</b>	Chairman	Item 9
10	<b>Action Log from Previous Meeting</b>	Chairman	Item 10
11	<b>Legality of Board Documentation and Decisions</b>	All	Oral
12	<b>Date and time of next meeting :</b> <b>Tuesday 28<sup>th</sup> April 2015 at 9.30am, LHCH Conference Centre</b>		
13	<b>Resolution:</b> <b>To exclude the public from the meeting at this point by reason of the private nature of business to follow</b>		

*\* Papers are 'to note' unless any Board member requests a discussion*