

Meeting of the Board of Directors

To be held in public

Tuesday 28th July 2015 at 9.30am

LHCH Conference Room

Agenda: Part 1

1	Reflective Practice: Presentation by Mr Michael Shackloth/Consultant Thoracic Surgeon		
2	Welcome and Opening Matters		
2.1	Apologies for Absence	Chairman	
2.2	Declaration of Interests Relating to Agenda Items	All	
3	Patient Safety and Quality		
3.1	Bi-Annual Review of Nursing Workforce	Director of Nursing & Quality	Item 3.1(a/b)
3.2	LHCH Monthly Staffing – May 2015 and June 2015	Director of Nursing & Quality	Item 3.2
3.3	Patient Survey Results – Action Plan	Director of Nursing & Quality	Item 3.3
3.4	<i>DoLs Report*</i>	Director of Nursing & Quality	Item 3.4
3.5	Director of Infection Prevention and Control – Quarterly Report (Q1 2015/16)	Medical Director	Item 3.5
3.6	Organisational Learning Policy – for approval	Director of Research & Informatics	Item 3.6(a)
4	Strategy and Development		
4.1	Quality Improvement Strategy Update	Director of Nursing & Quality	Item 4.1(a)
4.2	People Strategy	Director of Strategy & OD	Item 4.2(a)
4.3	New Models of Care – Proposed Vanguard Application	Director of Strategy & OD	Oral
4.4	Business Case - Outpatient Department – for approval	Chief Operating Officer	Item 4.4(a)
4.5	Chief Executive's Report	Chief Executive	Item 4.5
5	Targets and Financial Performance		
5.1	Strategic and Operational Dashboards with Exception Reports – period ended 30 th June 2015	Director of Research &	Item 5.1

		Informatics	
5.2	Update on RTT Action Plan and Forward Trajectory	Chief Operating Officer	Item 5.2
5.3	7 Day working – Gap Analysis	Chief Operating Officer	Item 5.3
5.4	Finance Report for the Period Ended 30.6.15	Chief Finance Officer	Item 5.4
5.5	Quarter 1 Monitor Return and Board Declarations	Chief Finance Officer	Item 5.5
5.6	Reference Cost Submission – for approval	Chief Finance Officer	Item 5.6
6	Governance and Assurance		
6.1	Governance Review	Associate Director of Corporate Affairs	Item 6.1 (a/b/c/d/e/f/g/h)
6.2	Review of Governance Manual	Associate Director of Corporate Affairs	Item 6.2
6.3	Ratification of Use of the Trust Seal – for approval	Associate Director of Corporate Affairs	Item 6.3
6.4	Major Incident Plan – for approval	Director of Research & Informatics	Item 6.4(a)
6.5	Risk Management Action Plan – Update	Director of Research & Informatics	Item 6.5(a)
6.6	Data Quality Strategy – for approval	Director of Research & Informatics	Item 6.6 (a/b/c)
6.7	External Review of EPR – Management Response and Action Plan	Chief Finance Officer	Item 6.7
6.8	Ratification of Consultant Appointments	Medical Director	Item 6.8
6.9	<i>Regulatory Updates:</i> • <i>CQC Intelligent Monitoring Report *</i>	Chief Executive	Item 6.9
7	Board Assurance		
7.1	Quarterly Review of Board Assurance Framework - Q1	Associate Director of Corporate Affairs	Item 7.1(a)
7.2	BAF Key Issues Reports and Minutes of Assurance Committee Meetings:		
7.2.1	Quality Committee: • BAF Key Issues Report	Chair of Quality Committee	Item 7.2.1
7.2.2	Integrated Performance Committee (IPC): • BAF Key Issues Report	Chair of IPC	Oral
7.2.3	Audit Committee: • BAF Key Issues Report	Chair of Audit Committee	Item 7.2.3
7.2.4	Charitable Funds Committee: • BAF Key Issues Report • Liverpool Heart and Chest Hospital Charity Annual	Chair of Charitable Funds	Item 7.2.4 (a/b)

	Report and Accounts 2014/15 – for approval	Committee	
7.3	Operational Board <ul style="list-style-type: none"> <i>Summary Report from meetings held on 19th June 2015 and 24th July 2015*</i> 	Chief Executive	Item 7.3
8	Chairman’s Briefing	Chairman	Oral
9	Minutes of the Board of Directors Meeting held on 26th May 2015 – for approval	Chairman	Item 9
10	Action Log from Previous Meeting	Chairman	Item 10
11	Legality of Board Documentation and Decisions	All	
12	Date and time of next meeting : Tuesday 20th October 2015 at 9.30am, LHCH Conference Centre		
13	Resolution: To exclude the public from the meeting at this point by reason of the private nature of business to follow		

** Papers are ‘to note’ unless any Board member requests a discussion*