

Meeting of the Board of Directors
Royal Papworth Hospital NHS Foundation Trust
06 June 2024 at 9:00 am – 11:00 am
Microsoft Teams (access 10 minutes prior to meeting)

AGENDA - Part I

					Lead	Timing
1	WELCOME, APOLOGIES AND OPENING ITEMS					
	i.	Patient Story	Information	Verbal	<i>MS</i>	<i>35 mins</i>
	ii.	Declarations of Interest	Information	Verbal	<i>JA</i>	
	iii.	Minutes of previous meetings: 04.04.24	Approval	Attached		
	iv.	Matters arising from the Minutes/Action Checklist	Information	Attached		
	v.	Chair's Report	Information	Verbal		
	vi.	Board Assurance Framework	Discussion	Attached	<i>KMB</i>	
	vii.	CEO Update	Information	Attached	<i>EM</i>	
2	PEOPLE					
	i.	Workforce Committee Chair's Report	For Discussion	Attached	<i>AF</i>	<i>35 mins</i>
	ii.	Director of Workforce & Organisational Development Report (<i>Appendices in the Reference Pack</i>) • The 24/25 Gender Pay Audit Action Plan	For Discussion For Adoption	Attached	<i>OM</i>	
	iii.	Freedom To Speak Up Guardian Annual Report	For Discussion	Attached	<i>TB</i>	
3	QUALITY					
	i.	Quality and Risk Committee Chair's Report –	For Discussion	Attached	<i>MB</i>	<i>15 mins</i>
	ii.	Combined Quality Report	For Discussion	Attached	<i>MS/IS</i>	
	iii.	End of Life Care Annual Report	For Discussion	Attached	<i>MS</i>	
4	PERFORMANCE					
	i.	Performance Committee Chair's Report -	For Discussion	Attached	<i>GR</i>	<i>15 mins</i>
	ii.	Papworth Integrated Performance Report (PIPR) Month 01 – April 2024	For Discussion	Attached	<i>SH/EDs</i>	
5	AUDIT					
		Audit Committee Chair's Report	Not Due			

6	GOVERNANCE & ASSURANCE				
	i.	Board Committee Minutes: a. Quality & Risk: 28.03.24 & 25.04.24 b. Performance: 28.03.24 & 25.04.24 c. Workforce: 28.03.24 d. Audit: (Not Due)	Information	Reference Pack	5 mins
7	BOARD FORWARD PLAN				
	i.	Board Forward Plan	Information	Attached	<i>KMB</i>
	ii.	Review of actions and items identified for referral to committee/escalation.	Approval	Verbal	<i>All</i>
8	ANY OTHER BUSINESS				

The Board of Directors hereby resolves to end the public part of the meeting. There will follow a Part II Board of Directors' meeting to cover in confidence elements of Board business, which is not open to members of the public.

Dates for Board of Director meetings in public 2024/25

Date	Time	Venue	Apologies received
Thursday 5 September 2024	9:00am	HLRI & public access via Teams	
Thursday 7 November 2024	9:00am	HLRI & public access via Teams	
Thursday 9 January 2025	9:00am	HLRI & public access via Teams	
Thursday 6 March 2025	9:00am	HLRI & public access via Teams	

STATEMENT ON RESTRICTION OF PUBLIC ACCESS

Papers and minutes of meetings will be posted to the Trust website

The Chairman may exclude any member of the public from a meeting of the Board of Directors if they are interfering with or preventing the proper conduct of the meeting, or for other special reasons.