

Meeting of the Board of Directors
Royal Papworth Hospital NHS Foundation Trust
06 March 2025 at 9:00 am – 11:15 am
Heart & Lung Research Institute
And Microsoft Teams (access 10 minutes prior to meeting)

AGENDA - Part I

				<i>Lead</i>	<i>Timing</i>	
1	WELCOME, APOLOGIES AND OPENING ITEMS					
	i.	Patient Story by: Adri de Sousa Chief Nurse/AHP Information Officer	Information	Verbal	<i>MS</i>	<i>25 mins</i>
	ii.	Declarations of Interest	Information	Verbal	<i>JA</i>	
	iii.	Minutes of previous meetings: • 09.01.25	Approval	Attached		
	iv.	Matters arising from the Minutes /Action Checklist	Information	Attached		
	v.	Chair's Report	Information	Verbal		<i>5 mins</i>
	vi.	Board Assurance Framework	Discussion	Attached	<i>KMB</i>	<i>5 mins</i>
	vii.	CEO Update	Information	Attached	<i>EM</i>	<i>5 mins</i>
	viii.	NEDs Update	Information	Verbal	<i>ALL</i>	<i>5 mins</i>
2	STRATEGIC DEVELOPMENTS					
	i.	2025/26 Corporate Objectives	For Approval	Attached	<i>EM</i>	<i>20 mins</i>
3	PEOPLE					
	i.	Workforce Committee Chair's Report	For Discussion	Attached	<i>AF</i>	<i>5 mins</i>
4	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>	
5	PERFORMANCE					
	i.	Performance Committee Chair's Report	For Discussion	Attached	<i>GR</i>	<i>15 mins</i>
	ii.	Papworth Integrated Performance Report (PIPR) Month 10 – January 2025	For Discussion	Attached	<i>SH/EDs</i>	

6	AUDIT					
	i.	Audit Committee Chair's Report	For Discussion	Attached	CC	5 mins
7	GOVERNANCE & ASSURANCE					
	i.	Corporate Governance Documents: a. DN142 Standing Orders b. DN140 Standing Financial Instructions c. DN137 Scheme of Delegation	For Ratification	Attached	SH/KMB	5 mins
	ii.	Board Self-Assessment	For Approval	Attached		
	iii.	Board Committee Self-Assessment Reports a. Audit Committee b. Quality and Risk Committee c. Performance Committee d. Strategic Projects Committee e. Workforce Committee	For Assurance	Attached	JA/KMB	20 mins
	iv.	Board Committee Approved Part 1 Minutes: a. Audit Committee: 17.10.24; 26.11.24 b. Quality & Risk: 19.12.24; 30.01.25 c. Performance: 19.12.24; 30.01.25 d. Workforce: 28.11.24	For Information	Reference Pack	Board Committee Chairs	5 mins
	v.	Guardian of Safe Working Hours – October to December 2024 (Reviewed at the January 2025 Private/Part 2 Board Meeting)	For Information		IS	
8	BOARD FORWARD PLAN					
	i.	Board Forward Plan	Information	Attached	KMB	
	ii.	Review of actions and items identified for referral to committee/escalation	Approval	Verbal	All	
9	ANY OTHER BUSINESS					
		None				

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 2025/26

Date	Time	Venue
Thursday 01 May 2025	9:00am	HLRI & public access via Teams
Thursday 03 July 2025	9:00am	HLRI & public access via Teams
Thursday 04 September 2025	9:00am	HLRI & public access via Teams
Thursday 06 November 2025	9:00am	HLRI & public access via Teams
Thursday 08 January 2026	9:00am	HLRI & public access via Teams
Thursday 05 March 2026	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.