

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

**AGENDA - Part I**

					Lead	Timing	
1	WELCOME, APOLOGIES AND OPENING ITEMS					20 mins	
	i.	Patient Story by:  Ella Pearce, TAVI Nurse Specialist	Information	Verbal	MS		
	ii.	Declarations of Interest	Information	Verbal	JA		
	iii.	Minutes of previous meetings: • 06.03.25	Approval	Attached			
	iv.	Matters arising from the Minutes /Action Checklist	Information	Attached			
	v.	Board Assurance Framework	Discussion	Attached	KMB		5 mins
	vi.	Chair’s Report	Information	Verbal	JA		5 mins
	vii.	CEO Update	Information	Attached	EM		5 mins
	viii.	NEDs Update	Information	Verbal	ALL		5 mins
2	PEOPLE					30 mins	
	i.	Workforce Committee Chair’s Report	For Discussion	Attached	AF		
	ii.	Director of Workforce and Organisational Development Report	For Noting	Verbal	OM		
	iii.	Equality, Diversity and Inclusion  a. Workforce Race Equality Standard (WRES) Results: Report and Action Plan b. Workforce Disability Equality Standard (WDES) Results: Report and Action Plan c. Equality Delivery System (EDS) 2 Report and Action Plan d. Gender Pay Gap Audit and Action Plan	For Ratification  (Approved at the March 2025 Workforce Committee Meeting)	Attached			
	iv.	Staff Survey Results  a. 2024 National Staff Survey Results b. Q4 Pulse Survey Results	For Discussion	Attached			
3	QUALITY					15 mins	
	i.	Quality and Risk Committee Chair’s Report	For Discussion	Attached	IW		

		<ul style="list-style-type: none"><li>DN825 Patient Safety Incident Response Framework (PSIRF) Annual Plan for 2025-2026</li></ul>	For Reference	Reference Pack		
	ii.	Combined Quality Report	For Discussion	Attached	MS/IS	
4	PERFORMANCE					15 mins
	i.	Performance Committee Chair’s Report	For Discussion	Attached	GR	
	ii.	Papworth Integrated Performance Report (PIPR) Month 12 – March 2025	For Discussion	Attached	SH/EDs	
5	AUDIT					5 mins
	i.	Audit Committee Chair’s Report	For Discussion	Attached	CC	
6	GOVERNANCE & ASSURANCE					10 mins
	i.	Corporate Governance Documents – Board Committees Terms of References <ul style="list-style-type: none"><li>TOR001 Audit Committee</li><li>TOR002 Quality and Risk Committee</li><li>TOR007 Performance Committee</li><li>TOR51 Workforce Committee</li><li>TOR018 Strategic Projects Committee</li></ul>	For Ratification	Attached	KMB	
	ii.	Board Committee Approved Part 1 Minutes: <ul style="list-style-type: none"><li>a. Audit Committee: 23.01.25</li><li>b. Quality &amp; Risk: 27.02.25; 27.03.25</li><li>c. Performance: 27.02.25; 27.03.25</li><li>d. Workforce: 30.01.25</li></ul>	For Information	Reference Pack	Board Committee Chairs	
7	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	
8	ANY OTHER BUSINESS					
		Questions from Members of the Public Previously Submitted			JA	

**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 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.