

Meeting of the Board of Directors
Royal Papworth Hospital NHS Foundation Trust
01 February 2024 at 9:00-11am
Heart & Lung Research Institute
And Microsoft Teams (access 10 minutes prior to meeting)

Where there is a need for a Part II, in confidence element of Board business, then the Board will normally reconvene after a short break.

AGENDA - Part I

					<i>Lead</i>	<i>Timing</i>
1	WELCOME, APOLOGIES AND OPENING ITEMS					<i>35 mins</i>
	i	Declarations of Interest				
	ii	Minutes of previous meetings: 07.12.23	Approval	Attached	<i>KMB</i>	
	iii	Matters arising from the Minutes/Action Checklist	Information	Attached		
	iv	Chair's Report	Information	Verbal	<i>JA</i>	
	v	Board Assurance Framework	Information	Attached	<i>KMB</i>	
	vi	CEO Update	Information	Attached	<i>EM</i>	
	vii	Patient Story: Individualised end of life care experience - Rachel Fernandes	Information	Verbal	<i>MS</i>	
2	PEOPLE					<i>15 mins</i>
	i	Workforce Committee Chair's Report	Information	Attached	<i>AF</i>	
	ii	Director of Workforce and OD's report <ul style="list-style-type: none"> • Equality Delivery System Report 	Approval	Attached	<i>OM</i>	
3	QUALITY & GOVERNANCE					<i>20 mins</i>
	i	Q&R Committee Chair's Report for meetings 21.12.23 & 25.01.24	Information	Attached	<i>MB</i>	
	ii	Combined Quality Report	Information	Attached	<i>MS/IS</i>	
	iii	Audit Committee Chair's Report	Approval	Attached	<i>CC</i>	
	iv	Board Sub Committee Minutes: <ul style="list-style-type: none"> a. Quality & Risk: 30.11.23 & 21.12.23 b. Performance: 30.11.23 & 21.12.23 c. Audit: 10.10.23 d. Extra Ordinary Audit: 28.11.23 	Information	Reference Pack		
	v	Corporate Governance Documents: <ul style="list-style-type: none"> Cover: Annual Reviews: <ul style="list-style-type: none"> a. DN142 Standing Orders b. DN140 Standing Financial Instructions c. DN137 Scheme of Delegation 	Information Approval Approval Approval	Attached Attached Attached Attached	<i>KMB</i> <i>SH</i> <i>SH</i> <i>SH</i>	
4	PERFORMANCE					<i>20 mins</i>
	i	Performance Committee Chair's Report	Information	Attached	<i>GR</i>	
	ii	Papworth Integrated Performance Report (PIPR)	Information	Attached	<i>SH/</i> <i>EDs</i>	

5		STRATEGIC DEVELOPMENTS				<i>5 mins</i>
	i	EPR Update	Information	Verbal	<i>HM</i>	
6		Board Forward Plan				<i>5 mins</i>
	i	Board Forward Plan	Information	Attached	<i>KMB</i>	
	iii	Review of actions and items identified for referral to committee/escalation.	Approval	Verbal	<i>All</i>	
7		Any Other Business				<i>5 mins</i>

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 7 March	9:00am	HLRI & public access via Teams	
Thursday 4 April	9:00am	HLRI & public access via Teams	
Thursday 2 May	9:00am	HLRI & public access via Teams	
Thursday 6 June	9:00am	HLRI & public access via Teams	
Thursday 4 July	9:00am	HLRI & public access via Teams	
Thursday 1 August	9:00am	HLRI & public access via Teams	
Thursday 5 September	9:00am	HLRI & public access via Teams	
Thursday 3 October	9:00am	HLRI & public access via Teams	
Thursday 7 November	9:00am	HLRI & public access via Teams	
Thursday 5 December	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.