

Meeting of the Board of Directors
Royal Papworth Hospital NHS Foundation Trust
04 April 2024 at 9:00 am – 11:00 am
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>40 mins</i>
	i	Declarations of Interest			<i>JA</i>		
	ii	Minutes of previous meetings: 01.02.24	Approval	Attached			
	iii	Matters arising from the Minutes/Action Checklist	Information	Attached			
	iv	Chair's Report	Information	Verbal			
	v	Board Assurance Framework	Information	Attached	<i>KMB</i>		
	vi	CEO Update	Information	Attached	<i>EM</i>		
	vii	Patient Story	Information	Verbal	<i>MS</i>		
2	PEOPLE						<i>25 mins</i>
	i	Workforce Committee Chair's Report - 28.03.24	Information	Attached	<i>AF</i>		
	ii	Staff Survey Results	Information	Attached	<i>OM</i>		
	iii	Gender Pay Audit Report	Information	Attached			
3	QUALITY & GOVERNANCE						<i>20 mins</i>
	i	Q&R Committee Chair's Report – 29.02.24 & 28.03.24	Information	Attached	<i>MB</i>		
	ii	Combined Quality Report	Information	Attached	<i>MS/IS</i>		
	iii	Audit Committee Chair's Report	Information	Attached	<i>CC</i>		
	iv	Board Committee Minutes: a. Quality & Risk: 25.01.24 & 29.02.24 b. Performance: 25.01.24 & 29.02.24 c. Audit: 18.01.24 d. Workforce 25.01.24	Information	Reference Pack			
	v	Board Self Certifications: • General Condition 6 and Continuity of Services Condition 7 of the NHS Provider licence • Corporate Governance Statement • Training of Governors	Approval	Attached	<i>KMB</i>		

4	PERFORMANCE					<i>15 mins</i>
i	Performance Committee Chair's Report - 29.02.24 & 28.03.24	Information	Attached	GR		
ii	Papworth Integrated Performance Report (PIPR) Month 11	Information	Attached	SH/EDs		
5	RESEARCH & DEVELOPMENT					<i>15 mins</i>
i	Research & Development Update	Information	To Follow	IS		
6	BOARD FORWARD PLAN					<i>5 mins</i>
i	Board Forward Plan	Information	Attached	KMB		
ii	Review of actions and items identified for referral to committee/escalation.	Approval	Verbal	All		
7	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 6 June	9:00am	HLRI & public access via Teams	
Thursday 5 September	9:00am	HLRI & public access via Teams	
Thursday 7 November	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.