

# Board of Directors Meeting

To be held in public

**Thursday 3 December 2020 from 13:30-16:15**

**By Zoom** <https://us02web.zoom.us/j/87300255794?pwd=Y2hIMTIJS1NyZHNNs0dFQkNnckhYdz09>

Meeting ID: 873 0025 5794

Passcode: 3PG3zk

**Lunch-time presentation at 13.00 – 13:25 (five minute break before Trust Board meeting starts)**

Compassion in employee relations

## AGENDA: Part 1

**LEAD** **TIME**

### Opening Matters

1	Welcome and Apologies for Absence	Verbal	Mark Lam	13:30
2	Declarations of Interests	Attached	ALL	
3	Patient Story: Leighton Road Surgery Patient Participation Group	Presentation		13:35
4	Minutes of the Previous Meeting held in Public on 24 September 2020	Attached	Mark Lam	13:50
5	Action Log and Matters Arising from the Minutes	Attached	ALL	
6	Chair's Report	Attached	Mark Lam	13:55
7	Chief Executive's Report	Attached	Paul Calaminus	14:00

### Quality

8	Quality Report	Attached	Dr Amar Shah	14:05
9	CQC Update	Verbal	Lorraine Sunduza	14:20

### People

10	People Plan Update	Attached	Tanya Carter	14:25
11	Safer Staffing	Attached	Lorraine Sunduza	14:35
12	Freedom To Speak Up Annual Report 2019/20	Attached	Lorraine Sunduza/ Anita Hynes	14:45
13	Guardian of Safe Working Hours Q2 Report	Attached	Dr Juliette Brown	14:50

14	10 Minute Break			14:55
----	-----------------	--	--	-------

**LEAD****TIME**

## Strategy and Performance

15	Integrated Performance Report	Attached	Steven Course Dr Amar Shah	15:05
16	Strategic Activity	Attached	Richard Fradgley	15:20
17	Voluntary Sector Update	Attached	Richard Fradgley	15:30
18	Winter Planning Update	Presentation	Dr Paul Gilluley Lorraine Sunduza	15:40

## Governance

19	Trust Board Committees: a. Audit Committee b. Finance, Business & Investment Committee c. Mental Health Act Committee d. Quality Assurance Committee - Legal Claims Annual Report - Annual Infection Prevention and Control Report - Revalidation Report	Attached	Mark Lam	16:00
20	Board of Directors Forward Plan	Attached	Mark Lam	16:05
21	Any Other Urgent Business: <i>previously notified to the Chair</i>	Verbal	Mark Lam	
22	Questions from the Public		Mark Lam	16:10
23	Dates of Next Meeting: • Thursday 28 January 2021 • Thursday 25 March 2021 • Thursday 20 May 2021 • Thursday 22 July 2021 • Thursday 23 September 2021 • Thursday 25 November 2021 • Thursday 27 January 2022 • Thursday 24 March 2022			

All meetings will commence at 13:30 with a lunchtime Quality Improvement presentation at 13:00. Meetings will be held by video conference until further notice.

Mark Lam  
Chair of the Trust