**Meeting of the Board of Directors – IN PUBLIC**

**Friday 6 May 2016 at Liverpool Women’s Hospital at 1100 - 1300**

**Board Room**

| **Item no.** | **Title of item** | **Objectives/desired outcome** | **Process** | **Item**  **presenter** | **Time** | **CQC Fundamental Standard** | **BAF**  **Risk** | |
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|  | Thank you to Staff |  |  |  | 1100  10mins |  |  | |
| 122 | Apologies for absence &  Declarations of interest | Receive apologies | Verbal | Chair |  | - | - | |
| 123 | Meeting guidance notes | To receive the meeting attendees’ guidance notes | Written guidance | Chair |  | Good governance | - | |
| 124 | Patient story –Maternity Care | To listen to the experience from a patient. | Verbal | Patient/  Deputy Director of Nursing & Midwifery | 1110  20mins | Person-centred care | - | |
| 125 | Minutes of the previous public meeting held on Friday 1 April 2016 | Confirm as an accurate record the minutes of the previous meetings | Written | Chair | 1130  10mins | Good governance | - | |
| 126 | Action Log and matters arising | Provide an update in respect of on-going and outstanding items to ensure progress | No actions outstanding | Chair |  | Good governance | - | |
| 127 | Chair’s announcements | Announce items of significance not elsewhere on the agenda | Verbal | Chair | 1140  10mins | - | - | |
| **BOARD ASSURANCE** | | | | | | | |
| 128 | Chief Executive Report | Report key developments and announce items of significance not elsewhere | Written | Chief Executive | 1150  10mins | Good governance | - | |
| 129 | Chair’s Report from the Finance Performance and Business Development Committee held on 25 April 2016 (incl. final minutes of the meeting held on 21 March 2016) | Receive assurance and any escalated risks | Written | Committee Chair | 1200  10mins | Good governance | 5a,b,c,d,e | |
| 130 | Chair’s Report from the Putting People First Committee meeting on 15 April 2016 (incl. draft minutes of the meeting on 15 April 2016 and final minutes of the meeting held on 26 February 2016) | Receive assurance and any escalated risks | Written | Committee Chair |  | Good governance | 5a,b,c,d,e | |
| **TRUST PERFORMANCE** | | | | | | | |
| 131 | Quality & Operational Performance Report | Review the latest Trust performance report and receive assurance | Written | Associate Director of Operations | 1210  10mins | Good governance.  Staffing | 3a | |
| 132 | Finance Report – Year end 2015/16 | To note the current status of the Trusts financial position | Written | Director of Finance | 1220  10mins | Good governance. | 5a,b,c,d,e | |
| **TRUST STRATEGY** | | | | | | | |
| 133 | Future Generations strategy Update | To brief the Board on progress and risks | Verbal | Chief Executive | 1230  5 mins | Good governance | Strategic aim | |
| **BOARD GOVERNANCE** | | | | | | | |
| 134 | Board Assurance Framework |  | Written | Trust Secretary | 1235  5 mins | Good governance | Strategic aim | |
| 135 | Review of risk impacts of items discussed | Identify any new risk impacts | Verbal | Chair | 1240  5 mins | Good governance | - | |
| **HOUSEKEEPING** | | | | | | | |
| 136 | Any other business | Consider any urgent items of other business | Verbal | Chair |  | - | - | |
| 137 | Review of meeting | Review the effectiveness of the meeting | Verbal | Chair / all |  | - | - | |

Date, time and place of next meeting Friday 3 June 2016

**Meeting to end at 1245**

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| --- | --- | --- | --- | --- |
| 1245  15 mins | Questions raised by members of the public observing the meeting on matters raised at the meeting. | To respond to members of the public on matters of clarification and understanding. | Verbal | Chair |