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

**Friday 1 April 2016 at Liverpool Women’s Hospital at 0930 - 1200**

**Board Room**

| **Item no.** | **Title of item** | **Objectives/desired outcome** | **Process** | **Item**  **presenter** | **Time** | **CQC Fundamental Standard** | **BAF**  **Risk** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Thank you’s to Staff |  |  |  | 0930  10mins |  |  | |
| 102 | Apologies for absence &  Declarations of interest | Receive apologies | Verbal | Chair |  | - | - | |
| 103 | Meeting guidance notes | To receive the meeting attendees’ guidance notes | Written guidance | Chair |  | Good governance | - | |
| 104 | Patient story | To listen to the experience of a patient | Verbal | Director of Nursing & Midwifery | 0940  10mins | Person-centred care | - | |
| 105 | Minutes of the previous public meeting held on Friday 4 March 2016 | Confirm as an accurate record the minutes of the previous meetings | Written | Chair | 0950  10mins | Good governance | - | |
| 106 | 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 | - | |
| 107 | Chair’s announcements | Announce items of significance not elsewhere on the agenda | Verbal | Chair | 1000  10mins | - | - | |
| **BOARD ASSURANCE** | | | | | | | |
| 108 | Chief Executive Report    Embedded documents | Report key developments and announce items of significance not elsewhere | Written | Chief Executive | 1010  15mins | Good governance | - | |
| 109 | Chair’s Report from the Finance Performance and Business Development Committee held on 21 March 2016 | Receive assurance and any escalated risks | Written | Committee Chair | 1025  10mins | Good governance | 5a,b,c,d,e | |
| 110 | Chair’s Report from the Audit Committee meeting on 21 March 2016 | Receive assurance and any escalated risks | Written | Committee Chair |  | Good governance | 5a,b,c,d,e | |
| 111 | Chair’s Report from the Governance and Clinical Assurance Committee dated 21 March 2016 | Receive assurance and any escalated risks | Written | Committee Chair |  | Good governance |  | |
| **TRUST PERFORMANCE** | | | | | | | |
| 112 | Safety Experience & Effectiveness Quarter 3 Report (SEE) | Review the latest Trust SEE report and receive assurance | Written | Director of Nursing and Midwifery | 1035  10mins | Safe care and treatment | To deliver safe services | |
| 113 | Quality & Operational Performance Report    Embedded Document | Review the latest Trust performance report and receive assurance | Written | Associate Director of Operations | 1045  10mins | Good governance.  Staffing | 3a | |
| 114 | Finance Report – Period 11    Embedded documents | To note the current status of the Trusts financial position | Written | Director of Finance | 1055  10mins | Good governance. | 5a,b,c,d,e | |
| 115 | Trust Operation Plan 2016/17 | To approve the Operation Plan prior to submission to Monitor | Written | Associate Director of Operations | 1105  10 mins | Good governance. |  | |
| 116 | Trust Budget 2016/17 | To approve the Budget prior to submission to Monitor | Written | Director of Finance | 1115  10mins | Good governance. | 5a,b,c,d,e | |
| **TRUST STRATEGY** | | | | | | | |
| 117 | Future Generations strategy Update | To brief the Board on progress and risks | Verbal | Chief Executive | 1125  5 mins | Good governance | Strategic aim | |
| **BOARD GOVERNANCE** | | | | | | | |
| 118 | Trust Risk Appetite Statement | To agree the risk appetite statement 2016/17 | Written | Director of Nursing and Midwifery | 1130  5 mins | Good governance | Strategic aim | |
| 119 | Review of risk impacts of items discussed | Identify any new risk impacts | Verbal | Chair | 1135  10 mins | Good governance | - | |
| **HOUSEKEEPING** | | | | | | | |
| 120 | Any other business | Consider any urgent items of other business | Verbal | Chair |  | - | - | |
| 121 | Review of meeting | Review the effectiveness of the meeting (achievement of objectives/desired outcomes and management of time) | Verbal | Chair / all |  | - | - | |