

# Trust Board Meeting ('Part 1') - Formal meeting, which is open to members of the public (to observe)

Thu 28 September 2023, 09:45 - 13:00

Virtually, via Webconference

## Agenda

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Please note that members of the public will be able to observe the meeting, as it will be broadcast live on the internet, via the Trust's YouTube channel ([www.youtube.com/channel/UCBV9L-3FLrIuzYSc29211EQ](https://www.youtube.com/channel/UCBV9L-3FLrIuzYSc29211EQ)).

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### **09-1** To receive apologies for absence

*David Highton*

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### **09-2** To declare interests relevant to agenda items

*David Highton*

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### **09-3** To approve the minutes of the 'Part 1' Trust Board meeting of 27th July 2023

*David Highton*

 Board minutes, 27.07.23 (Part 1).pdf (10 pages)

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### **09-4** To note progress with previous actions


*David Highton*

 Board actions log (Part 1).pdf (2 pages)

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### **09-5** Report from the Chair of the Trust Board

*David Highton*

 Report from the Chair of the Trust Board.pdf (1 pages)

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### **09-6** Report from the Chief Executive

*Miles Scott*

N.B. The report will follow.

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## Reports from Trust Board sub-committees

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### 09-7

#### Quality Committee, 09/08/23 and 13/09/23

*Maureen Choong*

- 📄 Summary of Quality C'ttee, 09.08.23.pdf (2 pages)
  - 📄 Summary of Quality C'ttee, 13.09.23.pdf (2 pages)
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### 09-8

#### Finance and Performance Committee, 26/09/23 (incl. approval of revised Terms of Reference)

*Neil Griffiths*

N.B. The report will be issued after the meeting on 26/09/23.

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### 09-9

#### People and Organisational Development Committee, 22/09/23 (incl. quarterly report from the Guardian of Safe Working Hours)

*Emma Pettitt-Mitchell*

N.B. The report will be issued after the meeting on 22/09/23.

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### 09-10

#### Patient Experience Committee, 07/09/23

*Jo Webber*

- 📄 Summary of Patient Experience Committee 07.09.23.pdf (2 pages)
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### 09-11

#### Charitable Funds Committee, 26/07/23

*David Morgan*

- 📄 Summary of Charitable Funds Cttee, 26.07.23.pdf (1 pages)
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## Integrated Performance Report

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### 09-12

#### Integrated Performance Report (IPR) for August 2023

*Miles Scott and colleagues*

N.B. The item will only be allocated 15 minutes (instead of the usual 1 hour)

- 📄 Integrated Performance Report (IPR) for August 2023.pdf (31 pages)
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## Planning and strategy

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**09-13**

### **Confirmation of the updated Vision Goals, Vision Targets, Breakthrough Objectives and Corporate Projects**

*Rachel Jones*


 Confirmation of the updated Vision Goals, Vision Targets, Breakthrough Objectives and Corporate Projects.pdf (13 pages)

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**09-14**

### **Self-certification to deliver elective and cancer recovery ambitions, high-quality waiting list management and ambitious outpatient transformation**

*Sean Briggs*

 Self-certification to deliver elective and cancer recovery ambitions....pdf (16 pages)

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## Quality Items

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**09-15**

### **The Trust's well-led inspection by the Care Quality Commission (CQC)**

*Joanna Haworth*

N.B. The report will follow.

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**09-16**

### **Quarterly mortality data**

*Peter Maskell*

 Quarterly mortality data.pdf (10 pages)


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**09-17**

### **Quarterly Maternity Services report (incl. a review of the Trust's response to non-compliance with the Swab Count policy)**

*Sarah Flint and Rachel Thomas*

N.B. This item is scheduled for 11:15am.

 Quarterly Maternity Services report (incl. a review of the Trust's response to non-compliance with the Swab Count policy).pdf (27 pages)

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**09-18**

### **Safeguarding update (Annual Report to Board, incl. the Trust Board refresher training)**

*Joanna Haworth*

N.B. The report will follow.

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## Systems and Place

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**09-19**

### **Update on the West Kent Health and Care Partnership (HCP) and NHS Kent and Medway Integrated Care Board (ICB)**

*Rachel Jones*

 Update on the West Kent HCP and NHS Kent and Medway ICB.pdf (8 pages)

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## Assurance and policy

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**09-20**

### **Responsible Officer's Annual Report 2022/23**

*Peter Maskell*

N.B. The report will follow.

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**09-21**

### **Health & Safety Annual Report, 2022/23 and agreement of the 2023/24 programme (including Trust Board annual refresher training on health & safety, fire safety, and moving & handling)**

*Rob Parsons, Caroline Gibson and John Weeks*

N.B. This item is scheduled for 11:45am.

 Health & Safety Annual Report, 202223 and agreement of the 202324 programme.pdf (34 pages)

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**09-22**

### **Approval of Emergency Preparedness, Resilience and Response (EPRR) Core Standards self-assessment**

*Sean Briggs and John Weeks*

N.B. This item is scheduled for 11:55am.

 Approval of Emergency Preparedness, Resilience and Response (EPRR) Core Standards self-assessment.pdf (17 pages)

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## Corporate governance

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**09-23**

### **The NHS England Fit and Proper Person Test Framework for board members**

*Kevin Rowan*

N.B. The report will follow.

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**09-24**

### **Response to NHS England's "Verdict in the trial of Lucy Letby" letter**

*Kevin Rowan*

## 09-25

### Annual review of the Trust Board's Terms of Reference

*David Highton and Kevin Rowan*

📄 Revised Trust Board Terms of Reference.pdf (6 pages)

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## 09-26

### To consider any other business

*David Highton*

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## 09-27

### To respond to any questions from members of the public

*David Highton*

Questions should relate to one of the agenda items above, and be submitted in advance of the Trust Board meeting, to Kevin Rowan, Trust Secretary, via [kevinrowan@nhs.net](mailto:kevinrowan@nhs.net).

Members of the public should also take note that questions regarding an individual's patient's care and treatment are not appropriate for discussion at the Trust Board meeting, and should instead be directed to the Trust's Patient Advice and Liaison Service (PALS) ([mtw-tr.palsoffice@nhs.net](mailto:mtw-tr.palsoffice@nhs.net)).

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## 09-28

### To approve the motion (to enable the Board to convene its 'Part 2' meeting) that...

*David Highton*

in pursuance of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, representatives of the press and public be excluded from the remainder of the meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.