

BOARD OF DIRECTORS MEETING

**Minutes of the Board of Directors meeting
held in PRIVATE on Friday 7 December 2018 in the Willow Room, Oak House, Milton
Keynes University Hospital**

Present:

Simon Lloyd	Chairman
Joe Harrison	Chief Executive
John Blakesley	Deputy Chief Executive
Andrew Blakeman	Non-executive Director (Chair of Quality and Clinical Risk Committee)
John Clapham	Non-executive Director (University of Buckingham representative)
Parmjit Dhanda	Non-executive Director (Chair of the Charitable Funds Committee)
Robert Green	Non-executive Director (Chair of Audit Committee)
Kate Jarman	Director of Corporate Affairs
Mike Keech	Director of Finance
Lisa Knight	Director of Patient Care and Chief Nurse
Tony Nolan	Non-executive Director (Chair of Workforce and Development Assurance Committee)
Danielle Petch	Director of Workforce
Ian Reckless	Medical Director
Helen Smart	Non-executive Director

In Attendance:

Kate Jarman	STP Programme Director Director of Corporate Affairs Company Secretary
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Apologies:

Caroline Hutton	Director of Clinical Services
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2018/12/01	Welcome
1.1	The Chairman welcomed all present to the meeting.
2018/10/02	Apologies
2.1	Apologies were received from Caroline Hutton.
2018/12/03	Declarations of interest
3.1	No new interests had been declared and no interests were declared in relation to the open items on the agenda.
2018/12/04	Minutes of the meeting held on 9 November 2018

4.1	The minutes of the private Board meeting held on 9 November 2018 were accepted as an accurate record.
2018/12/05	Matters Arising/Action Log
5.1	
2018/10206	Chairman's Report
6.1	
6.2	
6.3	
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6.6	
6.7	
2018/12/07	Chief Executive's Report
7.1	
7.2	
7.3	
7.4	
2018/12/08	Sustainability and Transformation Partnership update

8.1	
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2018/10/09	MyCare development
9.1	
9.2	
9.3	
9.4	
9.5	
2018/12/10	General Data Exemplar Fast Follower – Phase 2 Business Case
10.1	
10.2	

10.3	
2018/12/11	Estates Update
11.1	
11.2	
11.3	
11.4	
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2018/12/12	CQC inspection readiness
12.1	
12.2	
12.3	
12.4	
2018/12/13	Month 7 Workforce Report
13.1	
2018/12/14	Month 7 Performance Report
14.1	
14.2	
14.3	
14.4	
2018/12/15	Month 5 Finance Report
15.1	
15.2	
2018/12/16	Updated risk management framework
15.1	The Director of Corporate Affairs presented the Trust's risk management framework which is subject to annual review. The updated framework had been considered by the Audit Committee at their meeting on 29 October. Particular mention had been made at that meeting of the work to be done to better align the Board Assurance Framework and Significant Risk Register. The Director of Corporate Affairs also drew the Board's attention to the section on risk appetite which has been updated.

	Resolved: The Board approved the updated risk management framework.
2018/12/17	Non-Executive/Executive Director buddying arrangements
17.1	
17.2	
2018/12/18	Board Committee minutes
18.1	<p>The minutes of the following Board Committee meetings were noted:</p> <ul style="list-style-type: none"> • Approved minutes of the Finance and Investment Committee meeting held on 1 October 2018, and draft minutes of the meeting held on 5 November 2018 • Draft minutes of the Quality and Clinical Risk Committee meeting held on 29 October 2018
2018/12/19	Any other business
19.1	
19.2	
2018/12/20	Risks highlighted during meeting for consideration on BAF/CRR
20.1	None