



## TRUST BOARD

Meeting to be held at 10.00am on Tuesday 26<sup>th</sup> January 2010  
Conference Room, LAS Headquarters, 220 Waterloo Road, London SE1 8SD

Peter Bradley  
Chief Executive Officer

\*\*\*\*\*

### AGENDA

			Tab
1.	<b>Welcome &amp; Apologies</b> To note the apologies from Fionna Moore, Medical Director, and to welcome Fenella Wrigley, Assistant Medical Director		
2.	<b>Minutes of the Part I meeting held on 24<sup>th</sup> November 2009</b>  To approve the minutes of the meeting held on 24 <sup>th</sup> November 2009		1
3.	<b>Matters Arising</b> – Action log register		2
	3.1 Silvertown Olympic site – to receive an update on the position with the draft lease	MD	
	3.2 Audit Committee minutes and annual report	SA	
	3.3 Service improvement programme	CH/MF	
	3.4 CAD 2010 progress report	PS/PB	
4.	<b>Formal reports from sub-committees</b>  <b>4.1 Clinical Governance Committee</b>  To receive an oral report of the meeting held on 25 <sup>th</sup> January 2010	BM	Oral
5.	<b>Chairman's Update</b>	RH	Oral
6.	<b>Report of Chief Executive Officer</b>	PB	3
7.	<b>Report of Finance Director</b> 7.1 To receive a report on financial performance for month 9 and the projected year end position	MD	4
	7.2 CIP development		
	7.3 Fleet update and business cases for approval		Oral

8.	<b>Clinical quality &amp; patient safety report</b>	FW	5
	<b>To receive the report and to note the following items:</b>		
	8.1 Safeguarding declaration – to receive a copy of the revised declaration published on 31 <sup>st</sup> December 2009		6
	8.2 Infection prevention and control – to receive an update on progress against the action plan		Oral
	8.3 Patient safety – to receive an update on compliance with the Care Quality Commission registration requirements		Oral
	8.4 Medicines management/controlled drugs management – to receive an update on progress with the action plan		Oral
	8.5 Patient experience report – part 2	MF	7
9.	<b>Care Quality Commission registration requirements</b>	SA	8
	To receive and approve the registration submission		
10.	<b>Risk management arrangements</b>		
	10.1 To receive an update on the development of the Strategic Risk Register and Assurance Framework	SA	9
	10.2 To note the updated risk register		10
	10.3 To discuss and approve the revised committee structure		11
11.	<b>Strategy &amp; planning</b>		
	11.1 Strategic goals and objectives – for approval	KJ	12
	11.2 Corporate objectives – for approval	KJ	13
	11.3 Draft business plan 2010/11 including the 1 <sup>st</sup> cut submission to NHS London – for discussion	MD	14
	11.4 Estates strategy	MD	Oral
12.	<b>Application process for becoming an NHS Foundation Trust</b>		
	12.1 Membership strategy	SA	Oral
	To discuss and approve staff side representation on the Council of Governors		
	12.2 Integrated business plan	SA	Oral
	To receive an update on progress with the development of the Integrated Business Plan		
	12.3 Long term financial model	MD	See item 11. 3
	To receive an update on progress with the Long term financial model		
13.	<b>Service improvement programme update</b>		
	13.1 Progress report	KJ	Oral
	13.2 Olympic and Paralympic games	MF	15
	13.3 Clinical education – developing a new pathway	CH	16

14.	<b>Quarter 3 Integrated governance and finance declaration</b> To note the Q3 declaration submitted to NHS London on 14 <sup>th</sup> January 2010	SA/MD	17
15.	<b>ALE 2009/10</b>		
	15.1 To receive and discuss 'Taking it on Trust' – checklist for Boards	SA	18
	15.3 To nominate Board responsibilities for Security Management: a) Executive director (voting) and b) Non-Executive director	PB/RH	19
16.	<b>Report of Trust Secretary</b>		
	16.1 To note the use of the Trust Seal and tenders received	SA	20
	16.2 To note the Trust Board and Service Development Committee forward planner from January to December 2010	SA	21
17.	<b>Presentation on Out of Hospital Cardiac Survival figures 2008/09</b> Presenter: Lynne Watson – Cardiac Data Officer		
18.	<b>Presentation to Joan Mager, CEO, Richmond &amp; Twickenham Primary Care Trust</b>	PB	Oral
19.	<b>Questions from Members of the Public</b>		
20.	<b>Any Other Business</b>		
21.	<b>Date of next meeting</b>		

*The next meeting of the Trust Board of Directors will be held on Tuesday 30<sup>th</sup> March 2010.*