

ROYAL ALBERT EDWARD INFIRMARY, WIGAN LANE, WIGAN, WN1 2NN
Telephone: 01942 822027
Fax: 01942 822158

Our Ref: RA/TB Sec Office

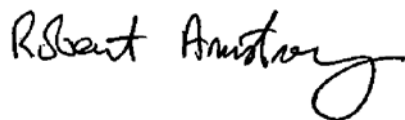
19th April 2017

Dear Colleague

**Public Meeting of
Wrightington Wigan and Leigh NHS Foundation Trust Board**













I am writing to confirm that the next meeting of the Foundation Trust Board will be in the **Boardroom**
THQ, RAEI on Wednesday 26 April 2017 at **9.45am.**



Yours sincerely



R Armstrong
Chairman

AGENDA			Timings
	<u>Presentations:</u>		
	Review of 2016/17 – Andrew Foster Presentation on the day		20
1.	Chairman's opening remarks - RA	Verbal Report	2
2.	Apologies		1
3.	Declaration of interests - ALL	Verbal Report	1
4.	Patient story - PL	For discussion	10
Strategy & Planning			
5.	Chief Executive's report & matters for board to note – AF	Report to follow	5
Quality & Performance Monitoring			
6.	Performance Monitoring		25
	a) Chairs reports from F&I Committee / Workforce Committee and Q&S Committee for consideration with the performance report – JL / NC / TW	Attached below	

	<p>b) Performance report M12 and verbal update from the Care Home Reform Board – PL / MF</p> <p>c) Finance report M12 – RF</p> <p>d) BAF 17/18 – ALL</p>	 Trust Board Performance Report -  Finance Board Report Public Month 1  BAF 2017-18 template.pdf	
Governance & Administration			
7.	Minutes of the last public meeting held on 29.03.17 – ALL	 TB Minutes 29.03 P1.pdf	2
8.	<u>Matters arising</u> a) Action sheet 29.03.17	 Trust Board Action Log - P1 29.03.17.pd	2
Matters for Report			
The following items are for information and require formal Board approval. Board members requiring further information on any of the items for Board approval are requested to contact the items sponsor for further information in advance of the Board meeting.			
9.	NHS Constitution report Q4 for Patient and Public and Staff – DN / AB	 FRONT SHEET NHS  NHS Constitution PP Constitution report QQ4 report 18_04_17.  NHS Constitution Trust Board update A	5
10.	Guardian of safe working report – AB	 GUARDIAN OF SAFE WORKING WWL REPC	5
11.	Register of declaration of interests for Board and Governors - DN	 Dec of interests register.pdf  Declaration of Interests 1617.xlsx	1
For Information Only. All items are to be taken by exception. Board members requiring further information on any of the items below are requested to contact the item's sponsor for further information in advance of the Board meeting.			
Total time for items			10
12.	Minutes of the Finance & Investment Committee - JL	Meeting on 25.04.17 – minutes not available	
13.	Minutes of the Audit Committee - CH	Next meeting on 03.05.17	
14.	Minutes of the Quality & Safety Committee – TW	 QS mins 12.04.pdf	
15.	Minutes of the Workforce Committee	Next meeting on 21.06.17	

	- NC		
16.	Safer Staffing Report – PL	 Safe Staffing Report March 2017.pdf	
17.	Use of company seal Q4	 Company Seal Q4 report.pdf	
18.	Key successes / risks as discussed at the meeting – ALL	For discussion	2
19.	Board effectiveness feedback – ALL		0
20.	Questions from the public		5
21.	Exclusion of the Public: The following motion will be proposed: RESOLVED: <i>That representatives of the press and other members of the 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."</i>		
22.	Date of Next Meeting: 31 st May 2017, 9.45am, THQ Boardroom		
		<u>Total</u>	<u>96</u> mins