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Our Ref: RA/TB Sec Office

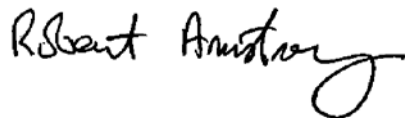
18th January 2017

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 Trust HQ Boardroom, RAEI on Wednesday 25 January 2017 at **9.45am.**



Yours sincerely



**R Armstrong
Chairman**

AGENDA			Timings
<u>Presentations:</u>			
Mortality presentation – Martin Farrier			45
1.	Chairman's opening remarks - RA	Verbal Report	2
2.	Apologies	M Fleming	1
3.	Declaration of interests - ALL	Verbal Report	1
4.	Patient story - PL	For discussion	5
Strategy & Planning			
5.	Chief Executive's report & matters for board to note – AF	Report to follow	5
Quality & Performance Monitoring			
6.	Performance Monitoring	Attached below	30
	<ul style="list-style-type: none"> a) Chairs reports from F&I Committee / Workforce Committee and Q&S Committee for consideration with the performance report – JL / NC / TW b) Performance Report M9 – PL / MF 	 Trust Board Performance Report -	

	c) Finance Report M9 – RF	 Finance Board Report Public Month 6	
	d) BAF 16/17 – ALL	 BAF 16 17 - January 2017.pdf	
Governance & Administration			
7.	Minutes of the last public meeting held on 21.12.16 – ALL	 TB Minutes 21.12 - P1.pdf	2
8.	<u>Matters arising</u> a) Action sheet 21.12.16	 Action log 21.12 P1.pdf	2
Matters for Report			
The following items are for information and <u>require formal Board approval</u>. 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 compliance Q3 for Patient and Public and HR – DN / AB	 NHS Constitution report Q3.pdf	5
		 NHS Constitution PP Q3 report 16_01_17.	
		 NHS Constitution Trust Board update J:	
10.	Child Safeguarding Annual Report – PL	 Safeguarding Children Annual Repo	5
11.	Carter – RM	 Carter Paper Jan 2017 v1.0 20170118.	5
12.	Development of the NW Sector Shared Service Board – RM	 2017 01 13 Shared Services Governance	5
<u>For Information Only</u>. 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
13.	Minutes of the Finance & Investment Committee - JL	 Minutes 17.01.pdf	
14.	Minutes of the Audit Committee - CH	Next meeting on 01.02.17	
15.	Minutes of the Quality & Safety Committee – TW	 QS mins 11.01.pdf	

16.	Minutes of the Shared Services Board – CPS	No minutes this time	
17.	Minutes of the Workforce Committee – NC	Next meeting on 08.02.17	
18.	Minutes of the IM&T Strategy Committee – CPS	Next meeting on 15.03.17	
19.	Safer Staffing Report – PL	 Safe Staffing Report Dec 2016 1.pdf	
20.	Use of Company Seal Q3	 Company Seal Q3 report.pdf	
21.	Key successes / risks as discussed at the meeting – ALL	For discussion	2
22.	Board effectiveness feedback – ALL		0
23.	Questions from the public		5
24.	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>		
25.	Date of Next Meeting: 22 nd February 2017, 9.45am, THQ Boardroom		
		<u>Total</u>	<u>130</u> <u>mins</u>