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Our Ref: RA/TB Sec Office

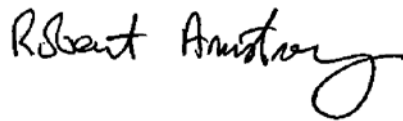
22nd March 2017

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 **Room 3 of the Medical Education Centre, RAEI** on Wednesday 29 March 2017 at **9.45am.**

Yours sincerely






R Armstrong
 Chairman

AGENDA			Timings
<u>Presentations:</u>			
BAF and Corporate Objectives – C Alexander and A Foster  Corporate objectives presentation.pdf			25
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 a) Chairs reports from F&I Committee / Workforce Committee and Q&S Committee for consideration	Attached below	25

	<p>with the performance report – JL / NC / TW</p> <p>b) Performance report M11plus care homes brief and trend analysis for patients over 75 – PL / MF</p> <p>c) Finance report M11 – RF</p> <p>d) BAF 16/17 – ALL</p>	 Trust Board Trust Board Report Performance Report -February 2017 Comm  8220208 Over 75s Report for Trust Boar  Finance Board Report Public Month 1  BAF.pdf	
Governance & Administration			
7.	Minutes of the last public meeting held on 22.02.17 – ALL	 TB Minutes 22.02 P1.pdf	2
8.	<u>Matters arising</u> a) Action sheet 22.02.17	 Trust Board Action Log - P1 22.02.pdf	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.	Staff survey report - AB	 2016 National Staff Survey - March 2017.  WWL report 2016 2016 National NHS St	5
10.	National Inpatient Survey report - PL	 TB report National Inpatient Survey rept  Final Exec Summary Report Inpatient Surv	5
11.	Carter – RM	 Carter Report March 2017 v1.0.pdf	5
12.	Visitor car parking charges – DE	 VISITOR CAR PARKING CHARGES P	5
13.	Quality Strategy – PL	 Quality Strategy.pdf	5
14.	Ratification of the appointment of External Audit – CH	 External Audit Paper for TB 29_03_17.pdf	5

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
15.	Minutes of the Finance & Investment Committee - JL	Meeting held on 21.03.17 – minutes with chair for approval		
16.	Minutes of the Audit Committee - CH	 Draft minutes from Audit Committee_01.1		
17.	Minutes of the Quality & Safety Committee – TW	 QS mins 08.03.pdf		
18.	Minutes of the Workforce Committee – NC	Next meeting on 21.06.17		
19.	Minutes of the IM&T Strategy Committee – CPS	Meeting on 15.03.17 – minutes with chair for approval		
20.	Safer Staffing Report – PL	 Safe Staffing Report February 2017 V2.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: 26 th April 2017, 9.45am, THQ Boardroom			
			<u>Total</u>	<u>120 mins</u>