

**SUMMARY OF BOARD MEETING  
30<sup>th</sup> September 2009**

<p>In Attendance Board: Ingrid Fife (Chair), Norman Lloyd, Ann Macfarlane, Margaret Walsh, Sheila Large, Stef Nelson, John Swain, Bob Gilligan, Judith Winterbourne, Peter Twist</p>	<p>Apologies Board: Margaret Ratcliffe, Steve License, Dave Merrill, Marie Wright</p>
<p>In Attendance HHT: Nick Atkin, Noel Sharpe, Neil McGrath, Katie Hamlett, Christine McLoughlin, Carole Galsworthy, Greg Spruce</p>	<p>Apologies HHT: None</p>

Subject	Key Issues
<p>Chair Appointment and Election of Vice Chair</p>	<ul style="list-style-type: none"> <li>• Board noted the changes to the Mem and Arts as agreed at the AGM</li> <li>• Board appointed Ingrid Fife to the role of Chair to serve until the end of the 2012 AGM</li> <li>• Following a ballot, Board appointed Dave Merrill to the role of Vice Chair until the end of the 2010 AGM</li> </ul>
<p>Communications Strategy 2009-12</p>	<ul style="list-style-type: none"> <li>• Board approved the Trust's Communications Strategy 2009-2012</li> </ul>
<p>Governance Arrangements 2009/10</p>	<ul style="list-style-type: none"> <li>• Board agreed the membership of the Customer Services; Resources; Audit, Performance and Quality; and Remuneration Committee and appointed Board Members to these committees</li> <li>• Board agreed the Governance meeting calendar dates and times for 2010</li> <li>• Board agreed in principle to link celebrations associated with the Trust's fifth anniversary to the 2010 AGM</li> <li>• Board agreed the Governance Development Programme for 2009/10</li> </ul>

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	<ul style="list-style-type: none"> <li>• Board reappointed Margaret Ratcliffe as Diversity Champion, Norman Lloyd as Health and Safety Champion, Dave Merrill as Risk Champion and Margaret Walsh as Value for Money Champion</li> <li>• Board agreed the arrangements for further developing relationships with the Executive Management Team</li> <li>• Board agreed the buddying arrangements including for the 2009/10 Board appraisals</li> <li>• Board agreed the membership of the Appeals Panels</li> </ul>
Framework for Approving Strategies and Policies	<ul style="list-style-type: none"> <li>• Board agreed the proposed system for the approval and sign off of the Trust's strategies and policies</li> <li>• Board agreed the triggers to determine the level of change that is necessary to revise a policy outside of the Policy Review Timetable</li> </ul>
Procurement Policy	<ul style="list-style-type: none"> <li>• Board approved the Trust's new Procurement Policy</li> </ul>
Annual Pay Review 2009/10	<ul style="list-style-type: none"> <li>• Board approved that the Trust adopts the pay increase in line with the NJC negotiated settlement, applying a 1% increase to salaries with effect from April 2009</li> </ul>
SHPS Review	<ul style="list-style-type: none"> <li>• Board approved the recommendation to procure external support to undertake a review of the Trust's pension arrangements</li> <li>• Board approved the recommendation that a review body is convened to assist with the review of the Trust's pension arrangements. Dave Merrill and Bob Gilligan to be invited to join this group, subject to their agreement</li> </ul>
Project ICE	<ul style="list-style-type: none"> <li>• Board accepted the recommendations made by Pennington's and to develop the principles further for Project ICE</li> </ul>

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	<ul style="list-style-type: none"> <li>Board approved an action plan be developed to address the 'quick wins' identified by Pennington's in their recommendations</li> </ul>
Asbestos Management	<ul style="list-style-type: none"> <li>Board approved the Asbestos Management Plan</li> </ul>
NHF Membership	<ul style="list-style-type: none"> <li>Board approved for the Trust to continue its membership of the NHF for 2009-10, conditional on two elements:               <ol style="list-style-type: none"> <li>a clear action plan from the NHF to address the concerns raised by the Trust and for this action plan to be reviewed by the Board in 12 months</li> <li>Board agreed delegated authority to the Chair and the Chief Executive to negotiate a reduced membership fee for 2009-10 due to the Trust's concerns with the NHF</li> </ol> </li> </ul>
TSA standards	<ul style="list-style-type: none"> <li>Board noted the report</li> </ul>
Board Attendance	<ul style="list-style-type: none"> <li>Board noted the report</li> </ul>

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