

Board Meeting in Public Agenda

Date and Time: Tuesday, 24 September 2024, 12:45 to 15:05

Venue: Ramada Hotel, Belfast and MS Teams

Time	Item	Subject	Lead (Presenter)	Action	Time allocated
1.0 OPENING ADMINISTRATION					
12:45	1.1	Welcome and apologies	Chair		10 mins
	1.2	Conflicts of Interest	Chair	Declarations	
	1.3	Minutes of the previous meeting	Chair	For approval	
	1.4	Action Log and Matters arising from previous meeting	Chair	For discussion and decision	
2.0 PATIENT STORY					
12:55	2.1	Patient Story	Chief Nursing Officer	For information	30 mins
3.0 FOR ASSURANCE					
13:25	3.1	Chief Executive's Report	Chief Executive	For assurance	20 mins
13:45	3.2	Board Performance & Risk Report	Chief Executive	For assurance	15 mins
14:00	3.3	Finance Report	Chief Financial Officer	For assurance	10 mins
4.0 FOR APPROVAL					
14:10	4.1	Annual Reports and Accounts and Scheme of Delegations	Chief Financial Officer	For approval	10 mins
14:20	4.2	Environment and Sustainability Statement	Chief Financial Officer	For approval	5 mins
14:25	4.3	Risk Management Policy	Director of Quality	For approval	5 mins
5.0 GOVERNANCE					
14:30	5.1	Governance Update	Company Secretary	For information	5 mins
		5.1.1 Board Skills and Capability Assessment			
14:35	5.2	Committee Assurance Reports:			10 mins
		5.2.1 - Audit, Risk and Governance Committee	Committee Chair	For assurance	
		5.2.2 - Clinical Governance Committee	Committee Chair	For assurance	
		5.2.3 - People Committee	Committee Chair	For assurance	
6.0 FOR REPORT					
14:45	6.1	Reports from UK Health Departments:			10 mins
		6.1.1 England	Helen McDaniel	For information	

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		6.1.2 Northern Ireland	Joan Hardy	For information	
		6.1.3 Scotland	James How	For information	
		6.1.4 Wales	Anthony Davies	For information	
14:55	6.2	Board Forward Plan	Chair	For information	5 mins
7.0 CLOSING ADMINISTRATION					
15:00	7.1	Any Other Business	Chair	For discussion	5 mins
	7.2	Date of next meeting: 26 November 2024, NHSBT Manchester			
15:05	Meeting Close				
15:05	Board Members Only				