

**NOTICE OF TRUST BOARD MEETING
WEDNESDAY 7TH JANUARY 2009
TO COMMENCE AT 2PM IN THE
BOARDROOM, BRAMBLE HOUSE**

		Enc. Ref:	Discussion to be led by	Time
1.	Chairman's Welcome and Opening Remarks		Alan Baines	
2.	Apologies for Absence		Alan Baines	5 mins
3.	Minutes of meeting held 3 rd December 2008	A	Alan Baines	10 mins
4.	Matters arising – <i>Actions Matrix</i>	B	Alan Baines	10 mins
EMERGING ISSUES				
5.	The Operating Framework for the NHS in England 2009/10	C	Kathryn Blackshaw	15 mins
QUALITY OF SERVICES				
6.	Infection Prevention and Control Report, including update on Hygiene Code	D	Paul Lumsdon	10 mins
7.	Update on the 2008/2009 Information Governance Improvement Plan	E	Ifti Majid	10 mins
8.	Multi-Professional Strategy Action Plan	F	Paul Lumsdon	15 mins
USE OF RESOURCES				
9.	Integrated Performance Report incorporating Financial Performance - November 2008 (month 8)	G	Paul Lumsdon	5 mins
FOR INFORMATION				
10.	Ofsted Evaluation Report in relation to the Safeguarding of Children	H	Paul Lumsdon	5 mins
11.	Board Reporting Timetable	I	Graham Gillham	5 mins
12.	Minutes of Board Committees <ul style="list-style-type: none"> - Risk Management Committee ratified minutes 11/11/08 with Actions Matrix - Governance Committee ratified minutes 13/11/08 with Actions Matrix 	J		5 mins

The Chairman may, under the Trust's Standing Orders, request the public to withdraw from the remainder of the meeting with regard to the confidential nature of the business to be conducted

Date of the next scheduled meeting Wednesday 4th February 2009 at the Boardroom, Bramble House, Kingsway Hospital commencing at 2:00pm

Users of the Trust's services and other members of the public are welcome to attend the meetings of the Trust Board. Participation in meetings is at the Chairman's discretion. Questions for consideration at Board meetings may be submitted in advance to the Chairman in writing, no later than ten working days prior to the scheduled monthly meeting.