

PCP Board of Trustees Meeting

AGENDA

Meeting Title: PCP Board of Trustees	Date: Monday 26 th November 2018
Time: Chair & Board: 9:30 - 9:45 Chief Executive & Board: 9:45 - 10:00 Full meeting: 10:00 - 13:00	Venue: Brown Room, Pioneering Care Centre
Membership: Heather Brewster (Treasurer), Carol Briggs, David Cockburn, Bee Davidson, Dr Marta Evans, Barry Knevitt (Chair), Lynn Mohan, Brian Wilson	
Observers: Vijaya Kotur, Dame Dela Smith	
Staff Present: Carol Gaskarth, Joanne Davies (Item 4.3 only), Kath Ferry (minutes)	
Apologies: Brian Wilson	

Agenda No.	Item	Objective/ Outcome	Presenter
9:30	Welcome and apologies	Inform	BK
9:30-9:50	Together 21 Presentation	Toni McHale & Jo Walker	
9:50-10:00	Chair & Board pre-meeting discussion	Confidential or sensitive issues	
10:00 – 10:15	Chief Executive & Board	Confidential or sensitive issues	
1	Conflict of Interest Having read the Board papers in advance members to declare any potential conflicts of interest and Board to agree any appropriate action.	Identify any conflicts	BK
2	Minutes of Board meeting 20th August 2018 a. Key matters arising – see separate sheet b. Action Log matters (where applicable) <ul style="list-style-type: none"> - Intranet – ongoing - Business Continuity Test – outcome of tests to March meeting - Young person representation – to remain on action log for future consideration. - Chair 360° review - to remain on action log for future consideration. 	Approve	BK
3	Reports from Sub Committees <ul style="list-style-type: none"> - Business Development Sub Committee - Finance and Investment Sub Committee - Compliance Sub Committee 		CG HB ME
4	Chief Executives Report <ol style="list-style-type: none"> 1. Organisational Purpose 2. Leadership 2.3.1 presentation on values work to date 3. Integrity 4. Decision Making, Risk and Control (break after 4.2) 	Discuss, approve where necessary	CG

10 minute break			
4 (continued)	Chief Executives Report continued 4. Decision Making, Risk and Control (recommence at 4.3) 5. Board Effectiveness 6. Diversity 7. Openness & Accountability	Discuss, approve where necessary	CG
5	Business Planning Schedule (deferred from last meeting).	Discuss	CG
6	Any Other Business	Discuss	BK
7	Date and time of next meeting 25 th February 2019 – Finance only 25 th March 2019 – full Board	Confirm	BK