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| **REPORT**  | **Agenda Item 899.14****Attachment 1**  |
| **TRUST BOARD – OPEN SESSION** | **Tuesday 7 January 2014** |
| **Subject** | **Minutes and Matters Arising from the Trust Board Meeting Held on Tuesday 5 November 2013** |
| **Prepared by** | Corporate Services Team  |
| **Approved by** | Chairman |
| **Presented by** | **Chairman** |

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| Purpose |
| To present the Minutes of the Trust Board Meeting held on Tuesday 5 November 2013 and to approve the Minutes as an accurate record. To review and update the Matters Arising and Actions from the previous meeting. | **Discussion** | ● |
| **Approval** | ● |
| **Information** |  |
| **Other** |  |
| Trust Objectives |
| **Safety** | **Quality** | **Efficiency** | **Workforce** | **Finance** | **Governance** |
| ● | ● | ● | ● | ● | ● |
| Executive Summary  |
| The Minutes of the Trust Board held on Tuesday 5 November 2013 detail the discussions and the agreed actions.  |
| Key Recommendations |
| The Board is recommended to approve the Minutes as an accurate record of the meeting held on Tuesday 5 November 2013 and to review the action grid.  |
| Assurance Framework |
| The Board reporting process will provide all members with assurance on the effectiveness of the Trust’s systems and procedures and the Board minutes record the potential impact upon all strategic objectives. |
| Next Steps |
| The Board will receive the Minutes of each monthly meeting.  |
| Corporate Impact Assessment |
| **NHS Values** | Working Together for Patients, Respect and Dignity, Commitment to Quality of Care, Compassion, Improving Lives |
| **CQC Regulations** | Covers all CQC outcomes |
| **Financial Implications** | As highlighted in the minutes |
| **Legal Implications** | None specifically identified  |
| **Equality & Diversity** | None specifically identified  |
| **Performance Management**  | As highlighted in the minutes |
| **Communication**  | As highlighted in the minutes  |
| Acronyms / Terms used in Report  |
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