

Group Trust Board Meeting in Public

Date: Wednesday, 21 May 2025

Time: 13:00 to 16:05

Location: Norfolk Community Health and Care NHS Trust, Woodlands House, Cavell Suite
Norwich Community Hospital, Bowthorpe Road, Norwich NR2 3TU

Members:

Lynda Thomas, Group Chair (Chair)
Sarah Buchan, Chief Information Officer
Laura Clear, Director of Strategy and Transformation
David Crawford, Non-Executive Director
Anna Gill, Non-Executive Director
Rachel Hawkins, Director of Corporate Affairs
Kate Howard, Chief Nursing and Allied Health Professional Officer
Dr Caroline Kavanagh, Chief Medical Officer
John Kennedy, Non-Executive Director
Graham Nice, Non-Executive Director
Matthew Winn, Chief Executive Officer
Njoki Yaxley, Non-Executive Director

In Attendance:

Nijck Bowman, Freedom to Speak Up Guardian [item 7]
Vicky Brooke, Associate Director of Communications
Sarah Feal, Company Secretary and Freedom to Speak Up Guardian
Lea Fountain, Associate Director of Communications
Angela Hartley, Deputy Director of Workforce (CCS)
Christine Little, Lived Experience and Co-Production Manager [patient story]
Emma Lunny, Interim Director of Finance (NCHC)
Lesley Luscher, Joint Staffside Secretary
Mark Robbins, Director of Finance and Resources (CCS)

Apologies:

Steve Crowe, Non-Executive Director
Anita Pisani, Chief People Officer and Deputy Chief Executive

Agenda

No.	Time	Mins	Agenda Item	Decision	Enclosure	Lead
Patient Story						
-	13:00	(30)	Patient Story	Discuss	Verbal	Chief Nursing and Allied Health Professional Officer
Opening Actions						
1.	13:30	(5)	Welcome and apologies	-	Verbal	Chair
2.	-		Disclosure of interests <ul style="list-style-type: none"> ▪ Register of Interests 	Approve	Report	Chair
3.	13:35	(5)	Minutes of the previous meetings 19-03-2025, 26-03-2025, 01-04-2025 and matters arising	Approve	Report	Chair
4.	-		Review of action trackers	Approve	Report	Company Secretary
Reports						
5.	13:40	(5)	Group Chair's Report	Discuss	Verbal	Group Chair
6.	13:45	(10)	Group Chief Executive's Report	Approve	Report	Chief Executive Officer
7.	13:55	(15)	Freedom to Speak Up Annual Reports: <ul style="list-style-type: none"> ▪ NCHC ▪ CCS 	Discuss	Reports	Freedom to Speak Up Guardians
Strategy						
8.	14:10	(20)	Update on the Group People Priorities 2025-26: <ul style="list-style-type: none"> ▪ CCS ▪ NCHC 	Discuss	Presentation	Deputy Director of Workforce
9.	14:30	(10)	Norfolk Community Health and Care NHS Trust Operational Plan 2025-26	Approve	Report	Director of Strategy & Transformation

Break (10mins)						
Assurance on current Quality, Finance, Workforce and Performance Issues						
10.	14:50	(15)	Cambridgeshire Community Services NHS Trust Integrated Governance Report	Approve	Report	Executive team
11.	15:05	(5)	Children and Young People Service Assurance Committee	Note	Report	Committee Chair
12.	15:10	(5)	Luton and Bedfordshire Adults & Older People Services, and Ambulatory Care Service Assurance Committee	Note	Report	Committee Chair
13.	15:15	(15)	Norfolk Community Health and Care NHS Trust Performance Report and Finance Report Month 12 2024-25	Discuss	Report	Executive team
14.	15:30	(5)	Norfolk Adults Service Assurance Committee	Note	Report	Committee Chair
Key matters and escalations (when required) from committees						
15.	15:35	(5)	Group Audit and Risk (Committee in Common)	Note	Report	Committee Chair
16.	15:40	(5)	Group Finance and Infrastructure	Note	Report	Committee Chair
Assurance and Compliance						
17.	15:45	(10)	Group Board Assurance Framework	Approve	Report	Director of Corporate Affairs
Other						
18.	15:55	(5)	Questions from stakeholders	Discuss	Verbal	Chair
19.	16:00	(5)	Any Other Business	-	Verbal	Chair
Date of next meeting: 16 July 2025 - King's House, 245 Amphill Road, Bedford MK42 9AZ						
Close						