HQIP
Healthcare Quality Improvement Partnership

PAPER 7 HQIP Board of trustees

Minutes

Thursday 3 February 2022 14.00 -17.00 ZOOM meeting

Attendees	**HQIP**
Caroline MacEwen *Academy of Medical Royal Colleges, chair* Gill Coverdale *Royal College of Nursing* Susan Masters *Royal College of Nursing* Sarah Dunnett *Treasurer* Philip Baker *National Voices* Pater Bloomfield *National Voices* Victoria Tzortziou Brown *Academy of Medical Royal Colleges* Alastair Henderson *Academy of Medical Royal Colleges, vice chair* Miles Sibley *National Voices* Janice Gabriel *Royal College of Nursing* Michael Chapman *Co-opted expert*	Jane Ingham *HQIP CEO* Danny Keenan *HQIP medical director* Chris Dadson *Director of operations new business* Jill Stoddart *HQIP NCAPOP director of operations* Catherine Brook *HQIP Head of finance* Anna Kisielewska *HQIP Board secretary* **Invitees** Adrian Hardy *SUN Chair* Kim Rezel *HQIP PCE Lead*
Apologies	

	Item
1.	**Welcome & introductions** The Chair welcomed the group to this Board of Trustees meeting and introductions made. **Declarations of Interest (DoI)** The trustees and HQIP staff updated their declarations of interest for this meeting. The Chair declared that in relation to declarations made at this meeting, there are no conflicts.
2.	**Minutes of last meeting and Matters arising** The Board reviewed the minutes of the last meeting as a true and accurate record.
3.	**Chair's action since last meeting** None
4.	**Medical Director update** The Board were updated on current activity in the following areas: • Model Hospital System • National maternity audit • National diabetes audit.
5.	**Organisation performance management** Updates were received on : • HQIP exec level meeting schedule

	Item
	• Operational Planning approach for 2022/23 • NHSD Data access The following were presented: • 3rd quarter management accounts 2021/22, HQIP Operational Plan 2021-22 Updated at Q3 and HQIP 3 Year Forecast Updated at Q3 2021-22 - the Board noted and approved all documents • Risk register - the Board were satisfied that risks identified in the register were being appropriately mitigated and provided direction to HQIP in terms of specific actions against the highest rated risks • KPIs for 2021/22 Q3 - the Board noted that performance against KPIs was on target
6.	**Health and Safety Policy update** The Board noted the content of the report
7.	**Work programme update** The Board received scheduled updates on: • Service User Network Chair/PCE lead annual review of activities • New Business considerations • NCAPOP
8.	**Any other business** None
9.	Date and Venue of next meeting 24 of March 2022 14.00-17.00, ZOOM.