

**HIF Board of Directors Meeting
to be held on Tuesday 27 February 2024, 09:00
Oak Suite, Cedar Court Hotel, Harrogate**

Agenda

Item No.	Agenda Item	Action	Lead	Paper	Time
1.	Welcome and Introductions	Note	Chair	Verbal	09:00
2.	Apologies for Absence	Note	Chair	Verbal	
3.	Declaration of Interests and Conflicts of Interest	Note	Chair	Verbal	
4.	Minutes of Previous Meeting: 19 December 2023	Approve	Chair	Attached	
5.	Matters Arising and Action Log	Note	Chair	Attached	09:10
6.	Chair's Update	Note	Chair	Verbal	09:15
7.	Managing Director's Update	Note/Discuss	Managing Director	Attached	09:25
8.	Integrated Board Report (IBR)	Note/Discuss	Managing Director	Attached	09:35
9.	Board Assurance Framework (BAF)	Note/Discuss	Managing Director	Attached	09:45
10.	Finance Report including accounts update and Cash Support	Note/Discuss	Deputy Director of Finance	Attached	09:50
Break 10:25 – 10:40					
11.	HIF Business Plan for 2024-25	Approve	Managing Director	Attached	10:40
12.	Workforce Report 12.1 Gender Pay Gap Report	Discuss and Approve	HR Business Partner	Attached	11.05
13.	RAAC Business Cases 13.1 Service Relocation, Design, Eradication Programme of Works 13.2 Block C Demolition & Rebuild	Discuss and Approve	Managing Director	Attached	11.15
14.	Update on Annual Audit Plan 14.1 External audit plan (verbal) 14.2 Draft internal audit plan (attached)	Discuss	Deputy Director of Finance	Verbal & attached	11:25
15.	Written Resolution: Director Conflicts of Interest	Approve	Chair / Managing Director	Attached	11:30

Item No.	Agenda Item	Action	Lead	Paper	Time
16.	Committee Terms of Reference: - People & Culture Committee	Approve	Committee Chair		11:35
17.	Sub Committee Meetings Updates - People & Culture Committee - Governance & Compliance Committee	Note	Committee Chairs	Verbal	11:40
18.	Any Other Business	Discuss/Note Approve	Chair	Verbal	11:55
19.	Items to Escalate to HDFT Board		Chair		
20.	Additional Risks to add to Risk Register		Chair		
21.	Evaluation of the Meeting	Note/Discuss	Chair	Verbal	12noon
NEXT MEETINGS:					
Board-to-Board Meeting: 28 February 2024 time TBA (Police Treatment Centre, HG2 0AD)					
HIF Board Workshop: 26 March 2024 at 9am-12noon (Herriots Training Room, HDH)					
HIF Board Meeting: 23 April 2024 at 9am-12noon (HIF Office, 17 Wetherby Road)					