



ISLE OF WIGHT NHS TRUST BOARD

Guidance for observing and asking questions of the Trust Board

The Trust Board meeting in Public of the Isle of Wight NHS Trust is open to the public and press. This guidance tells you about the Trust Board and your rights.

The Trust Board

The Trust Board sets the overall strategy for the Trust and monitors performance. It currently has 11 members:

A Chair and five other non-executive directors who are appointed by NHS England to bring an independent perspective into the Trust; and five executive directors, who are full-time employees of the Trust.

- Chief Executive Officer
- Director of Finance
- Director of Governance and Risk
- Medical Director
- Director of Nursing, Midwifery and Allied Health Professionals

The Trust Board is also supported by three non-voting Associate Non-Executive Directors and five non-voting executive directors:

- Director of People & Organisational Development
- Chief Operating Officer (Acute and Ambulance Services)/Director of Estates and Facilities
- Director of Strategy, Partnerships and Digital
- Director of Community, Mental Health and Learning Disability Services
- Director of Communications and Engagement

The Trust Board is also supported by the Associate Director of Corporate Affairs/Company Secretary.

Your right to attend

Meetings of the Isle of Wight NHS Trust Board are open to all staff, members of the public and the media as set out in the Trust's Standing Orders (*S/O section 6.14*).

You are welcome to attend them as an observer but cannot address the meeting unless the Chair invites you to do so. (*S/O section 6.18*)

You can take written notes of the proceedings but cannot record them in other ways without prior agreement of the Associate Director of Corporate Affairs/Company Secretary. (*S/O section 6.17*)

You will be asked to leave the meeting when confidential matters – known as the Trust Board in Private – are to be discussed. These confidential items usually relate to matters about individual patients or staff, commercially sensitive figures, negotiations in progress and the like. (*S/O section 6.16*)



If the Chair considers that the business of the Board is being disrupted by members of the public, they have the power to require them to leave the meeting. (S/O section 6.15)

Dates, times and venues

Board meetings are generally held in the Conference Room – Level B, St Mary's Hospital, Newport, Isle of Wight PO30 5TG.

The date and time of each meeting will be displayed on the Trust website and at St Mary's Hospital.

Obtaining agendas and reports

The papers (including the agenda) for each Board meeting are available five calendar days in advance of the meeting by visiting our website. (See below for link)

Finding out what happened

All decisions and recommendations are recorded in the Trust Board minutes. Minutes of the Trust Board held in Public are available on the Trust's website within the papers for the meetings.

Questions to the Trust Board from members of the public

If you would like to ask a question on matters relating to the agenda of any Board meeting, please advise the Associate Director of Corporate Affairs/Company Secretary of the question by 9am on the Monday preceding the Board meeting by emailing iownt.Questionsfortrustboard@nhs.net. This will enable a comprehensive response to be prepared. You should be aware that it may not be possible for an answer to be given at the meeting due to time or other constraints, in which case written answers will be provided within seven days.

Questions may not be answered when the Chair considers that they:

- are not on any matter that is within the powers and duties of the Trust
- are frivolous or defamatory
- are substantially the same as a question that has been put to a meeting of the Trust Board in the past six months
- would require the disclosure of confidential or exempt information

No item will be deferred because members of the public cannot be present for the meeting.

Further Information

If you want more details or have specific questions about the running of Board meetings, please contact the Corporate Governance Team, 1st Floor South Block, St Mary's Hospital, Newport, Isle of Wight PO30 5TG by email - iownt.board@nhs.net

A copy of the Trust's Standing Orders can be obtained via the Trust Board webpage

Trust Board webpage - [Isle of Wight NHS Trust - Trust Board \(iow.nhs.uk\)](http://Isle.of.Wight.NHS.Trust-Trust.Board(iow.nhs.uk))