

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** Thursday 29th March 2018  
**Time:** 09:00 – 13:30  
**Venue:** Boardroom, King's Mill Hospital

	Time	Item	Status	Paper
1.	09:00	<b>Welcome</b>		
2.		<b>Declarations of Interest</b> To declare any pecuniary or non-pecuniary interests <i>Check – Attendees to declare any potential conflict of items listed on the agenda to Head of Corporate Affairs &amp; Company Secretary on receipt of agenda, prior to the meeting.</i>	Declaration	Verbal
3.		<b>Apologies for Absence</b> Quoracy check: (s3.22.1 SOs: no business shall be transacted at a meeting of the Board unless at least 2/3rds of the whole number of Directors are present including at least one ED and one NED)	Agree	Verbal
4.	09:00	<b>Minutes of the meeting held on 22<sup>nd</sup> February 2018</b> To be agreed as an accurate record	Agree	Enclosure 4
5.	09:05	<b>Matters Arising/Action Log</b>	Update	Enclosure 5
6.	09:10	<b>Chair's Report</b>	Assurance	Enclosure 6
7.	09:20	<b>Chief Executive's Report</b>	Assurance	Enclosure 7
		<b>Strategy</b>		
		<b>Strategic Priority 1</b>		
8.	09:50	<ul style="list-style-type: none"> <li>• <b>Dementia Strategy</b> Report of the Chief Nurse</li> <li>• <b>Quality Strategy</b> Report of the Director of Governance &amp; Quality Improvement</li> <li>• <b>Interim Engagement and Involvement Strategy</b> Report of the Head of Communications</li> </ul>	Ratify  Ratify  Ratify	Enclosure 8.1  Enclosure 8.2  Enclosure 8.3
		<b>Strategic Priority 2</b>		
9.	10:10	<ul style="list-style-type: none"> <li>• <b>Nursing and Midwifery Strategy</b> Report of the Chief Nurse</li> <li>• <b>Workforce Strategy</b> Report of the Executive Director of HR &amp; OD</li> </ul>	Ratify  Ratify	Enclosure 9.1  Enclosure 9.2

	Time	Item	Status	Paper
10.	10:30	<b>Patient Story - STAMPEDE: Participating in a Clinical Trial</b>	Assurance	Presentation 10
	<b>Operational</b>			
11.	11:00	<b>CQC Preparations</b> Report of the Chief Executive	Assurance	Enclosure 11
12.	11:10	<b>Single Oversight Framework Performance Report</b> Report of the Chief Operating Officer, Chief Financial Officer, Chief Nurse, Executive Director of HR & OD, Medical Director & Deputy Chief Executive	Assurance	Enclosure 12
13.	11:50	<b>Winter Pressures Report</b> Report of the Chief Operating Officer	Assurance	Enclosure 13
	<b>BREAK</b>			
	<b>Governance &amp; Risk</b>			
14.	12:20	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Audit Committee Report of the Committee Chair (last meeting)</li> <li>• Finance Committee Report of the Committee Chair (last meeting)</li> <li>• Quality Committee Report of the Committee Chair (last meeting)</li> </ul>	Assurance	Enclosure 14.1
			Assurance	Enclosure 14.2
			Assurance	Enclosure 14.3
15.	12:35	<b>Update Serious Incidents and Never Events</b> Report of the Director of Governance & Quality Improvement	Assurance	Enclosure 15
16.	12:40	<b>Staffing Gap Analysis</b> Report of the Chief Nurse	Information	Enclosure 16
17.	12:55	<b>Staff Survey Report</b> Report of the Executive Director of HR & OD	Assurance	Enclosure 17
18.	13:05	<b>Gender Pay Gap Report</b> Report of the Executive Director of HR & OD	Assurance	Enclosure 18
19.	13:15	<b>Diversity Report</b> Report of the Executive Director of HR & OD	Assurance	Enclosure 19
20.	13:20	<b>IG Toolkit Submission</b> Report of the Senior Information Risk Owner	Approval	Enclosure 20
21.	13:25	<b>Conflicts of Interest Register</b> Report of the Head of Corporate Affairs & Company Secretary	Approval	Enclosure 21
22.	13:30	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
23.		<b>Any Other Business</b>		

	Time	Item	Status	Paper
24.		<b>Date of next meeting</b> The next scheduled meeting of the Board of Directors to be held in public will be <b>26<sup>th</sup> April 2018, King's Mill Hospital</b>		
25.	13:30	<b>Chair Declares the Meeting Closed</b>		
26.		<b>Questions from members of the public present</b> (Pertaining to items specific to the agenda)		

### **Board of Directors Information Library Documents**

The following information items are included in the Reading Room and should have been read by Members of the meeting.

	<b>Audit &amp; Assurance Committee – confirmed minutes of last meeting</b> <b>Finance Committee – confirmed minutes of last meeting</b> <b>Quality Committee – confirmed minutes of last meeting</b>
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