

## MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** 28<sup>th</sup> January 2016  
**Time:** 9.00 am  
**Venue:** Board Room, Level 1, King's Mill Hospital

	Time	Item	Status	Paper
1.		<b>Welcome</b>		
2.		<b>Declarations of Interest</b> To declare any pecuniary or non-pecuniary interests	Declaration	Verbal
3.		<b>Apologies for Absence</b> <i>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)</i>	Agree	Verbal
4.	09.00	<b>Reflections - AQUA</b>		
5.	10.30	<b>Patient Story</b>	Assurance	Presentation
6.	11.00	<b>Outcomes re last month's Patient Story</b>	Assurance	Verbal
7.		<b>Minutes of the meeting held on:</b>  <ul style="list-style-type: none"> <li>• <b>22<sup>nd</sup> December 2015</b> To be agreed as an accurate record</li> </ul>	Approval	Enclosure 7
8.		<b>Matters Arising/Action Log</b>	Approval	Enclosure 8
9.	11.05	<b>Chairman's Report</b>	Note	Enclosure 9
10.	11.15	<b>Chief Executive's Report</b>	Note	Enclosure 10
11.	11.25	<b>Integrated Performance Report</b> Report of the Interim Chief Operating Officer, Chief Financial Officer, Interim Chief Nurse, Director of HR	Assurance	Enclosure 11
12.		<b>HEEM</b> <b>Presentation by Graham Briggs Interim HR Director, Lee Radford, Junior Doctor</b>		Verbal
<b>Governance, Risk &amp; Assurance</b>				
13.	11:45	<b>Quality Improvement Plan Update</b> Report of the Programme Director – Quality Improvement	Approval	Enclosure 13
14.	12.00	<b>Monitor Q3 Return</b> Report of the Deputy Director of Corporate Services	Approval	Enclosure 14
15.	12.10	<b>Board Assurance Framework</b> Report of the Deputy Director of Corporate Services	Assurance	Enclosure 15

	Time	Item	Status	Paper
16.	12.20	<b>Quality &amp; Safety Quarterly Report</b> Report of the Interim Chief Nurse <b>Included in Enc 11 – Integrated Performance Report</b>	Assurance	
17.	12.30	<b>Patient Experience Quarterly Report</b> Report of the Interim Chief Nurse <b>Included in Enc 11 – Integrated Performance Report</b>	Assurance	
18.	12.35	<b>Revalidation and Appraisal Update</b> Report of the Executive Medical Director	Assurance	Enclosure 18
<b>Policies/Terms of Reference Approval</b>				
19.	12.40	<b>Terms of Reference – Board Risk Committee</b> Report of the Interim Chief Executive	Approve	Enclosure 19
20.	12.45	<b>Scheme of Delegation – Audit Committee</b> Report of the Chief Financial Officer	Approve	Enclosure 20
21.	12.50	<b>Governor Matters</b> Report of the Chairman	Consideration	Verbal
22.	12.55	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• <b>Finance Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Audit &amp; Assurance Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>OD &amp; Workforce Committee Update</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Quality Committee</b> Report of the Committee Chair (last meeting)</li> </ul>	Consideration	Verbal  Verbal  Enclosure 22  Enclosure 22.3
23.		<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
24.		<b>Any Other Business</b>		
25.		<b>Date of next meeting</b> The next scheduled meeting of the Board to be held in public will be Thursday 25 <sup>th</sup> February 2016		
26.		<b>Questions from members of the public present</b> (Pertaining to items specific to the agenda)		
		<b>Exclusion of the Press and Public RESOLUTION</b> That under the provision of Section 1, Subsection 2 of the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of business to be transacted ('special reasons').		

	Time	Item	Status	Paper
27.	13.00 – 14.00	<b>Duty of Candour and Safeguarding Training – Ben Troke, Browne Jacobson (inc. Working Lunch)</b>		

**Special Reasons - clarification**

- *Criteria which may be applied to determine “special reasons” for this purpose may include when the topic or business to be discussed by the Board is e.g.:*
- *Considered by the Board to be prejudicial to the public interest by reason of the confidential nature of the business (words adapted from the Public Bodies (Admission to Meetings ) Act 1960)*
- *Considered by the Board to be prejudicial to the public interest by reason of other special reasons stated in the resolution and arising from the nature of that business or of the proceedings (words adapted from the 1960 Act)*
- *Considered by the Board to involve information or data which is confidential and or involves events, patients, staff or other third party information which should not be disclosed by reasons of confidentiality or the protection of the rights and interests or assets of such patients, staff or other third parties*
- *Considered by the Board to be commercially or otherwise confidential or which is subject to specific confidentiality commitments*
- *One which involves the presentation or submission to the board of recommendations, advice, evidence or information by an adviser or third party (words adapted from the 1960 Act)*
- *For any other reason considered by the Board to be a topic or business which should not, in the best interests of the Trust or the public or for any other special reason recorded by the board, be disclosed in a public meeting of the board*

**Board of Directors Information Library Documents – January 2016**

The following information items should have been read by Members of the meeting. The Chair will invite questions or points of clarification at the end of the meeting.

1.		
2.		
3.		