

MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

AGENDA

Date: 27th November 2014
Time: 9.30 am
Venue: Classroom 1, School of Nursing, level 1, King's Mill Hospital

| | Time | Item | Status | Paper |
|---|-------|---|---|-----------------------------|
| 1 | 9.30 | Welcome | | |
| 2 | | Declarations of Interest To declare any pecuniary or non-pecuniary interests | Declaration | |
| 3 | | Apologies for Absence 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 | |
| 4 | 9.35 | Patient Story | Assurance | |
| 5 | 10.00 | Outcomes re last month's Patient Story | Assurance | |
| 6 | 10.05 | Minutes of the meeting held on: • 30 th October 2014 To be agreed as an accurate record | Approval | Enclosure A |
| 7 | | Matters Arising/Action Log | Approval | Enclosure B |
| 8 | 10.10 | Chairman's Report | Note | Enclosure C |
| 9 | 10.20 | Chief Executive's Report | Note | Enclosure D |
| Quality, Finance, Performance and Strategy | | | | |
| 10 | 10.30 | Quality & Safety Monthly Report Report of the Director of Nursing & Medical Director To include: • Serious Incidents – new in month and trends • Monthly Nurse staffing report | Assurance | Enclosure E Enclosure Ei |
| 11 | 10.45 | 6 monthly nurse staffing update Report of the Director of Nursing | | Enclosure F |
| 12 | 10.55 | Regulatory Escalations/Action Plans 1. Quality Improvement Plan Progress (Director of Nursing) 2. QGF (Director of Corporate Services & Co Sec) | Assurance Assurance | Enclosure G Enclosure H |
| | 11.05 | Coffee Break | | |
| 13 | 11.15 | Finance Report Report of Chief Financial Officer | Assurance Approve any remedial actions | Enclosure I |

| | Time | Item | Status | Paper |
|---|-------|--|---|-------------|
| 14 | 11.25 | Integrated Performance Report Report of Director of Operations, Director of HR, Director of Nursing & Quality | Assurance Approve any remedial actions | Enclosure J |
| Governance, Risk & Assurance | | | | |
| 15 | 11.35 | BAF Report of Director of Corporate Services & Co Sec | Assurance | Verbal |
| 16 | 11.45 | Pathology Alliance Report of the Director of Strategic Planning & Commercial Development | Assurance | Enclosure K |
| 17 | 11.55 | Research Strategy Report of Medical Director | Approval | Enclosure L |
| 18 | 12.05 | Risk Management Policy Report of Director of Corporate Services & Co Sec | Approval | Enclosure M |
| 19 | 12.15 | Being Open policy Report of Director of Corporate Services & Co Sec | Approval | Enclosure N |
| 20 | 12.25 | Helping People to Stop Smoking Report of the Chief Executive Officer | Assurance | Verbal |
| 21 | 12.35 | Governor Matters Report of Chairman | Consideration | Verbal |
| 22 | 12.40 | Escalation of Issues from TMB Report of Chief Executive | Consideration | Verbal |
| 23 | 12.50 | Audit and Assurance Committee Report of the Committee Chair (20 th November 2014) | Consideration | Verbal |
| 24 | 12.55 | Finance Committee Report of the Committee Chair (20 th November 2014) | Consideration | Verbal |
| 25 | 13.00 | Charitable Funds Annual Report and Accounts Report of the Committee Chair | Approval | Enclosure O |
| 26 | | Questions from members of the public present (pertaining to items specific to the agenda) | Response | |
| 27 | | Communications to wider organisations (Agree Board decisions requiring communication to Trust) | Agree | |
| 28 | | Any Other Business | | |
| 29 | 13.15 | Date of next meeting The next scheduled meeting of the Board to be held in public will be Thursday 18 th December 2014. | | |
| | | Exclusion of the Press and Public RESOLUTION 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'). | | |
| | 13.15 | Close and lunch | | |

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 – November 2014

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.

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| 1. | Monitor FTN Bulletin | |
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