

MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

AGENDA

Date: 30th October 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 Report of the Director of Nursing	Assurance	
5	9.55	Outcomes re last month's Patient Story Report of the Director of Nursing	Assurance	
6	10.00	7 day service Report of Director of HR and Dr Ben Owens	Assurance	Presentation
7	10.20	Minutes of the meetings held on: • 25th September 2014 To be agreed as an accurate record	Approval	Enclosure A
8		Matters Arising/Action Log	Approval	Enclosure B
9	10.25	Chairman's Report	Note	Enclosure C
10	10.35	Chief Executive's Report	Note	Enclosure D
	10.45	Coffee Break		
Quality, Finance, Performance and Strategy				
11	11.00	1. Monitor Compliance – Quarterly Report • Governance – Director of Corporate Svcs / Co.Sec • Finance – Chief Financial Office	Approval	Enclosure E
12	11.05	Regulatory Escalations/Action Plans Governance Reviews • CQC Quality Improvement plan- Director of Nursing ○ Structures – Report of the Director of Nursing ○ Governance – Report of the Director of Corp Svcs / Co Sec	Assurance	Enclosure F

	Time	Item	Status	Paper
		<ul style="list-style-type: none"> • Keogh Declaration – Report of the Chief Executive • KPMG action plan – Report of the Chief Financial Officer • QGF - Report of the Director of Corporate Svs &Co Sec 	Assurance Assurance Assurance	Enclosure G Enclosure H Enclosure I
13	11.45	Quality & Safety Quarterly Report Report of the Director of Nursing & Medical Director To include: <ul style="list-style-type: none"> • Serious Incidents – new in month and trends • Nursing staffing report 	Assurance Assurance	Enclosure J Enclosure Ji
14	11.55	Patient Experience Quarterly Report Report of the Director of Nursing & Medical Director	Assurance	Enclosure K
15	12.05	Finance Report Report of Chief Financial Officer	Assurance Approve any remedial actions	Enclosure L
16	12.15	Integrated Performance Report Report of Director of Operations, Director of HR, Director of Nursing & Quality	Assurance Approve any remedial actions	Enclosure M
17	12.25	Workforce Quarterly Reports Report of the Director of HR	Assurance	Enclosure N
18	12.35	Fit and Proper person Test Report of the Director of HR	Assurance	Enclosure O
Governance, Risk & Assurance				
18	12.35	SFI's Report of Chief Financial Officer	Approval	Enclosure P
19	12.55	Service Line Maturity Assessment / Intentions Report of Director of Strategic Planning & Commercial Development	Assurance	Enclosure Q
20	1.05	Governor Matters Report of Chairman	Consideration	Verbal
21	1.10	Escalation of Issues from TMB/Board Report of Chief Executive	Consideration	Verbal
22	1.15	Finance & Performance Committee Report of the Committee Chair (last meeting 22 Oct)	Consideration	Verbal
23	1.20	Questions from members of the public present (perturning to items specific to the agenda)	Response	
24		Communications to wider organisation (Agree Board decisions requiring communication to Trust)	Agree	
25		Any Other Business		
26	1.30	Date of next meeting The next scheduled meeting of the Board to be held in public will be Thursday 27 th November 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').		

	Time	Item	Status	Paper
	1.30	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 – October 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.

1.	Monitor FTN Bulletin	
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