

MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

AGENDA

Date: 24th April 2014
Time: 9.30 am
Venue: Classroom 1, School of Nursing, level 1, King's Mill Hospital

Time	Item	Status	Paper
9.30	Welcome		
	Declarations of Interest To declare any pecuniary or non-pecuniary interests	Declaration	
	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	
9.35	Patient Story	Assurance	
9.55	Outcomes re last month's Patient Story	Assurance	
10.00	Minutes of the meeting held on 27th March 2014 To be agreed as an accurate record	Approval	Enclosure A
10.05	Matters Arising/Action Log	Approval	Enclosure B
10.15	Chairman's Report	Note	Verbal
10.25	Chief Executive's Report	Note	Enclosure C
Quality, Finance, Performance and Strategy			
10.35	Monitor Compliance – Quarterly Report <ul style="list-style-type: none"> • Quality & Safety Quarterly Report (Dir of Nursing) <ul style="list-style-type: none"> ○ Patient Experience Report ○ Inpatient Survey results 2013 • Governance (Company Sec) <ul style="list-style-type: none"> ○ Monitor Q4 self certification ○ Exception report M12 ○ Targets & indicators ○ Governance statement ○ Quality Governance statement ○ Elections • Finance (Chief Finance Officer) 	Assurance Assurance Assurance Approval Approval Approval Approval Approval Approval Approval	Enclosure G Enclosure H Enclosure I Enclosure J Enclosure K Enclosure L Enclosure M Enclosure N Enclosure O
11.20	Regulatory Escalations/Action Plans Governance Reviews <ol style="list-style-type: none"> 1. Keogh (CEO, Director of Nursing, Medical Director) 2. Quality Governance Framework (Co Sec) 	Assurance	Enclosure D Enclosure Di

Time	Item	Status	Paper
11.30	Finance Report Report of Chief Financial Officer	Assurance Approve any remedial actions	Enclosure E
11.40	Monitor Operational Plan Submission Report of Chief Financial Officer / Director of Strategic Planning & Commercial Development	Approval	Enclosure F
11.50	Update on Strategic Plan Submission Director of Strategic Planning & Commercial Development	Assurance	Verbal
12.00	Better + Together Progress Report Report of Director of Strategic Planning & Commercial Development	Assurance	Verbal
12.15	Integrated Performance Report Report of Director of Operations, Director of HR, Director of Nursing & Quality	Assurance Approve any remedial actions	Enclosure P
12.30	LUNCH INCLUDING A SHOWCASE OF RCN WARD LEADERSHIP PROJECTS		
1.30	Workforce Update <ul style="list-style-type: none"> • Quarterly Reports • Nursing Staffing Update Report of Director of HR/ Report of Director of Nursing	Assurance	Enclosure Q Enclosure R
Governance, Risk & Assurance			
1.50	Communications Strategy Report of the Head of Communications Deferred from March 2014	Approval	Enclosure S
2.05	Constitution Report of the Company Secretary - Deferred from March 2014	Approval	Enclosure T
2.20	Governor Matters Report of Chairman	Consideration	Verbal
2.25	Escalation of Issues from TMB Report of Chief Executive	Consideration	Verbal
2.35	Audit Committee Report of the Committee Chair (last meeting 16 January)	Consideration	Verbal
2.40	Clinical Governance & Quality Committee Report of the Committee Chair (last meeting 3 rd & 26 th February)	Consideration	Verbal
2.45	Risk Assurance Committee Report of the Committee Chair (last meeting)	Consideration	Verbal
2.50	Finance & Performance Committee Report of the Committee Chair (last meeting 26 February)	Consideration	Verbal
2.55	Questions from members of the public present (pertaining to items specific to the agenda)	Response	
3.00	Communications to wider organisation (Agree Board decisions requiring communication to Trust)	Agree	
3.05	Any Other Business		

Time	Item	Status	Paper
3.15	Date of next meeting The next scheduled meeting of the Board to be held in public will be Thursday 29 th May 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').		
	Close		

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 – April 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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