

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

# AGENDA

**Date:** Thursday 2<sup>nd</sup> May 2019  
**Time:** 09:00 – 12:30  
**Venue:** Boardroom, Newark 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 the Director of Corporate Affairs 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 28<sup>th</sup> March 2019</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.	09:15	<b>Chief Executive's Report</b>	Assurance	Enclosure 7
<b>Strategy</b>				
8.	09:30	<b>Strategic Priority 1 - To Provide Outstanding Care</b>  <ul style="list-style-type: none"> <li><b>7 day Hospital Services – Board Assurance Framework</b> Zahid Noor, Head of Appraisal and Revalidation</li> </ul>	Assurance	Enclosure 8.1
9.	09:50	<b>Patient Story – Thank you for seeing me. Domestic Abuse - A Patient's Journey</b>	Assurance	Presentation
<b>BREAK (10 mins)</b>				
<b>Operational</b>				
10.	10:20	<b>Single Oversight Framework Performance - Quarterly Report</b> Report of the Executive	Consider	Enclosure 10
11.	11:10	<b>Board Assurance Framework</b> Report of the Chief Executive	Approval	Enclosure 11
12.	11:20	<b>Learning from Deaths Quarterly Report</b> Zahid Noor, Head of Appraisal and Revalidation	Assurance	Enclosure 12

	Time	Item	Status	Paper
<b>Governance</b>				
13.	11:30	<b>Use of Trust Seal</b> Report of the Director of Corporate Affairs	Assurance	Verbal
14.	11:35	<b>Fit and Proper Person</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 14
15.	11:45	<b>Committee ToR, Workplans and Effectiveness Reviews</b> Report of the Director of Corporate Affairs	Approval	Enclosure 15
16.	11:50	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Audit and Assurance Committee Report of the Committee Chair (last meeting)</li> <li>• Finance Committee Report of the Committee Chair (last meeting)</li> <li>• People, OD and Culture Committee Report of the Committee Chair (last meeting)</li> <li>• Charitable Funds Report of the Committee Chair (last meeting)</li> </ul>	Assurance  Assurance  Assurance  Assurance	Enclosure 16.1  Enclosure 16.2  Enclosure 16.3  Enclosure 16.4
17.	12:10	<b>NHSI Self Certification</b> Report of the Director of Corporate Affairs	Approval	Enclosure 17
18.	12:15	<b>Outstanding Service</b> Report of the Chief Executive	Assurance	Presentation
19.	12:25	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
20.		<b>Any Other Business</b>		
21.		<b>Date of next meeting</b> The next scheduled meeting of the Board of Directors to be held in public will be <b>6<sup>th</sup> June 2019, Boardroom, King's Mill Hospital</b>		
22.		<b>Chair Declares the Meeting Closed</b>		
23.		<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.

Enc 10	• Finance Slide Pack
Enc 10	• Safe Staffing Report
Enc 15	• Charitable Funds Committee Healthcheck
Enc 15	• Charitable Funds Committee Terms of Reference
Enc 15	• Charitable Funds Committee Workplan
Enc 15	• Quality Committee Healthcheck
Enc 15	• Finance Committee Healthcheck
Enc 15	• Finance Committee Workplan
Enc 15	• Finance Committee Terms of Reference
Enc 15	• AAC Workplan
Enc 15	• AAC Terms of Reference
Enc 15	• AAC Self-assessment checklist
Enc 16.1	• Audit and Assurance Committee – previous minutes

**Enc 16.2**  
**Enc 16.3**  
**Enc 16.4**

- **Finance Committee – previous minutes**
- **People, OD and Culture Committee – previous minutes**
- **Charitable Funds Committee – previous minutes**