

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

# AGENDA

**Date:** Thursday 6<sup>th</sup> June 2019  
**Time:** 09:00 – 12:30  
**Venue:** Boardroom, King's Mill Hospital

|                 | Time  | Item   | Status                                      | Paper  |
|-----------------|-------|--|---|--|
| 1.              | 09:00 | <b>Welcome</b>   |   |  |
| 2.              |       | <b>Declarations of Interest</b><br>To declare any pecuniary or non-pecuniary interests<br><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><br>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 2<sup>nd</sup> May 2019</b><br>To be agreed as an accurate record  | Agree                                       | Enclosure 04.0   |
| 5.              | 09:05 | <b>Matters Arising/Action Log</b>  | Update                                      | Enclosure 05.0   |
| 6.              | 09:10 | <b>Chair's Report</b>  | Assurance                                   | Enclosure 06.0   |
| 7.              | 09:15 | <b>Chief Executive's Report</b>  | Assurance                                   | Enclosure 07.0   |
| <b>Strategy</b> |       |  |   |  |
| 8.              | 09:30 | <b>Strategic Priority 1 - To Provide Outstanding Care</b> <ul style="list-style-type: none"> <li>• <b>Advancing Quality Programme Progress Report</b><br/>Report of the Medical Director and Chief Nurse</li> <li>• <b>Learning From Deaths - Annual Report</b><br/>Report of the Medical Director</li> </ul>  | Assurance<br><br>Assurance                  | Enclosure 08.1<br><br>Enclosure 08.2                       |
| 9.              | 09:50 | <b>Strategic Priority 3 – To maximise the potential of our workforce</b> <ul style="list-style-type: none"> <li>• <b>Nurse Staffing 6 Monthly Report</b><br/>Report of the Chief Nurse</li> <li>• <b>Guardian of Safe Working</b><br/>Report of the Medical Director</li> <li>• <b>Medical Revalidation – AOA Report</b><br/>Report of the Medical Director</li> </ul> | Assurance<br><br>Assurance<br><br>Assurance | Enclosure 09.1<br><br>Enclosure 09.2<br><br>Enclosure 09.3 |
| 10.             | 10:30 | <b>Staff Story - Clinical Fellow Programme</b><br>Rebecca Freeman / Andy Haynes  | Assurance                                   | Presentation 10  |

|     | Time                   | Item  | Status                                      | Paper  |
|-----|------------------------|---|---|--|
|     | <b>BREAK (10 mins)</b> |   |   |  |
|     | <b>Operational</b>     |   |   |  |
| 11. | 11:00                  | <b>Single Oversight Framework Performance - Monthly Report</b><br>Report of the Executive   | Consider                                    | Enclosure 11.0   |
| 12. | 11:40                  | <b>Bed Capacity Submission for NHSI</b><br>Report of the Chief Operating Officer  | Approval                                    | Enclosure 12.0   |
|     | <b>Governance</b>      |   |   |  |
| 13. | 11:50                  | <b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Audit and Assurance Committee<br/>Report of the Committee Chair (last meeting)</li> <li>• Extraordinary Finance Committee<br/>Report of the Committee Chair (last meeting)</li> <li>• Quality Committee<br/>Report of the Committee Chair (last meeting)</li> </ul> | Assurance<br><br>Assurance<br><br>Assurance | Enclosure 13.1<br><br>Enclosure 13.2<br><br>Enclosure 13.3 |
| 14. | 12:10                  | <b>Outstanding Service</b><br>Report of the Chief Executive   | Assurance                                   | Presentation 14  |
| 15. | 12:15                  | <b>Communications to wider organisation</b><br>(Agree Board decisions requiring communication to Trust)   | Agree                                       | Verbal   |
| 16. |                        | <b>Any Other Business</b>   |   |  |
| 17. |                        | <b>Date of next meeting</b><br>The next scheduled meeting of the Board of Directors to be held in public will be <b>4<sup>th</sup> July 2019, Boardroom, Newark Hospital</b>  |   |  |
| 18. |                        | <b>Chair Declares the Meeting Closed</b>  |   |  |
| 19. |                        | <b>Questions from members of the public present</b><br>(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 08.1 | • Quality Strategy Action Plan                            |
| Enc 09.1 | • Sherwood Birthing Unit Closures April 2018 – March 2019 |
| Enc 09.1 | • Nursing & Midwifery Strategy 2018/21, annual update     |
| Enc 11.0 | • Finance Slide Pack                                      |
| Enc 13.1 | • Audit and Assurance Committee – previous minutes        |
| Enc 13.2 | • Finance Committee – previous minutes                    |
| Enc 13.3 | • Quality Committee – previous minutes                    |