

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** Thursday 6<sup>th</sup> February 2020  
**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 9<sup>th</sup> January 2020</b><br>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.                     | 09:25 | <b>Strategic Objectives Update</b><br>Report of the Chief Executive   | Assurance   | Enclosure 8     |
| 9.                     | 09:50 | <b>Strategic Priority 1 - To Provide Outstanding Care</b><br><br><ul style="list-style-type: none"> <li><b>7 day Hospital Services – Board Assurance Framework</b><br/>Report of the Medical Director</li> </ul>  | Assurance   | Enclosure 9.1   |
| 10.                    | 10:00 | <b>Strategic Priority 3 – To Maximise the Potential of our Workforce</b><br><br><ul style="list-style-type: none"> <li><b>Freedom to Speak Up</b><br/>Jessica Woodward, Freedom to Speak Up Guardian</li> </ul>   | Assurance   | Enclosure 10.1  |
| 11.                    | 10:15 | <b>Strategic Priority 5 – To Achieve Better Value</b><br><br><ul style="list-style-type: none"> <li><b>ME2 - Update on work to create the Midlands and East Pathology Network</b><br/>Report of the Medical Director</li> </ul>                                     | Approval    | Enclosure 11.1  |
|                        |       |   |             |                 |
| 12.                    | 10:25 | <b>Staff Story – Endoscopy</b>  | Assurance   | Presentation 12 |
| <b>BREAK (10 mins)</b> |       |   |             |                 |

|                    | Time  | Item  | Status    | Paper           |
|--------------------|-------|---|-----------|-----------------|
| <b>Operational</b> |       |   |           |                 |
| 13.                | 10:55 | <b>Single Oversight Framework Performance - Quarterly Report</b><br>Report of the Executive   | Consider  | Enclosure 13    |
| 14.                | 11:45 | <b>Board Assurance Framework (BAF)</b><br>Report of the Chief Executive   | Approval  | Enclosure 14    |
| 15.                | 11:55 | <b>Learning from Deaths Quarterly Report</b><br>Report of the Medical Director  | Assurance | Enclosure 15    |
| <b>Governance</b>  |       |   |           |                 |
| 16.                | 12:05 | <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>• Finance Committee<br/>Report of the Committee Chair (last meeting)</li> <li>• Quality Committee<br/>Report of the Committee Chair (last meeting)</li> <li>• People, OD and Culture Committee<br/>Report of the Committee Chair (last meeting)</li> <li>• Charitable Funds<br/>Report of the Committee Chair (last meeting)</li> </ul> | Assurance | Enclosure 16.1  |
|                    |       |   | Assurance | Enclosure 16.2  |
|                    |       |   | Assurance | Enclosure 16.3  |
|                    |       |   | Assurance | Enclosure 16.4  |
|                    |       |   | Assurance | Enclosure 16.5  |
| 17.                | 12:25 | <b>Outstanding Service – Specialist Heart Nurses</b><br>Report of the Chief Executive   | Assurance | Presentation 17 |
| 18.                | 12:30 | <b>Communications to wider organisation</b><br>(Agree Board decisions requiring communication to Trust)   | Agree     | Verbal          |
| 19.                |       | <b>Any Other Business</b>   |           |                 |
| 20.                |       | <b>Date of next meeting</b><br>The next scheduled meeting of the Board of Directors to be held in public will be<br><b>5<sup>th</sup> March 2020, Boardroom, King's Mill Hospital</b>   |           |                 |
| 21.                |       | <b>Chair Declares the Meeting Closed</b>  |           |                 |
| 22.                |       | <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 13.0 | • Finance Slide Pack                                  |
| Enc 16.1 | • Audit and Assurance Committee – previous minutes    |
| Enc 16.2 | • Finance Committee – previous minutes                |
| Enc 16.3 | • Quality Committee – previous minutes                |
| Enc 16.4 | • People, OD and Culture Committee – previous minutes |
| Enc 16.5 | • Charitable Funds – previous minutes                 |