

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** Thursday 5<sup>th</sup> November 2020  
**Time:** 09:00 – 12:30  
**Venue:** Boardroom, King’s Mill Hospital and Virtual Meeting

	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 1<sup>st</sup> October 2020</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.	09:25	<b>Strategic Objectives Update</b> Report of the Associate Director of Strategy	Assurance	Enclosure 8
9.	09:40	<b>Strategic Priority 3 – To maximise the potential of our workforce</b>  <ul style="list-style-type: none"> <li><b>Nursing, Midwifery and Allied Health Professions (AHP) Staffing 6 monthly report</b> Report of the Chief Nurse</li> </ul>	Assurance	Enclosure 9.1
10.	09:50	<b>Patient Story – Bethany, Lewis and Stevie’s Story</b> Penny Cole, Head of Midwifery	Assurance	Presentation
<b>BREAK (10 mins)</b>				
<b>Operational</b>				
11.	10:20	<b>Single Oversight Framework Performance – Quarterly Report</b> Report of the Executive	Consider	Enclosure 11
12.	11:10	<b>Board Assurance Framework (BAF) and Significant Risks</b> Report of the Chief Executive	Review / Approve	Enclosure 12

	Time	Item	Status	Paper
13.	11:20	<b>Learning from Deaths Annual Report</b> Report of the Medical Director	Assurance	Enclosure 13
14.	11:35	<b>Quality Account</b> Report of the Chief Nurse	Approve	Enclosure 14
15.	11:45	<b>NHS Resolution Maternity Incentive Scheme</b> Report of the Chief Nurse	Assurance	Enclosure 15
<b>Governance</b>				
16.	11:50	<b>Use of the Trust Seal</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 16
17.	11:50	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• People, Culture and Improvement Committee Report of the Committee Chair (last meeting)</li> <li>• Charitable Funds Committee Report of the Committee Chair (last meeting)</li> </ul>	Assurance  Assurance	Enclosure 17.1  Enclosure 17.2
18.	12:00	<b>Outstanding Service Video</b>	Assurance	Presentation
19.	12:10	<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>3<sup>rd</sup> December 2020, Boardroom, King's Mill Hospital and MS Teams</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)		
		<b>Resolution to move to the closed session of the meeting</b> In accordance with Section 1 (2) Public Bodies (Admissions to Meetings) Act 1960, members of the Board are invited to resolve: <i>"That representatives of the press and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest."</i>		

### 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.

<b>Enc 12</b> <b>Enc 13</b> <b>Enc 17.1</b> <b>Enc 17.2</b> <b>Enc 17.2</b>	<ul style="list-style-type: none"> <li>• <b>Significant Risks Report</b></li> <li>• <b>Learning from Deaths – 360 Assurance Report</b></li> <li>• <b>People, Culture and Improvement Committee – previous minutes</b></li> <li>• <b>Charitable Funds Committee – previous minutes</b></li> <li>• <b>Q2 Community Involvement Headline Report</b></li> </ul>
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**Public Board of Directors**  
***Items deferred***

<b>Date Due</b>	<b>Item</b>	<b>Presenter</b>	<b>Note/Item For</b>	<b>Decision</b>
07/05/2020	7 day Hospital Services – Board Assurance Framework	Medical Director	Assurance	Currently paused
04/06/2020	Learning from Deaths Annual Report	Medical Director	Assurance	Deferred to November Board