

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

# AGENDA

**Date:** Thursday 2<sup>nd</sup> May 2024  
**Time:** 09:00 – 12:45  
**Venue:** Boardroom, King's Mill 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 not already declared on the Trust's Register of Interest :- <a href="https://www.sfh-tr.nhs.uk/about-us/register-of-interests/">https://www.sfh-tr.nhs.uk/about-us/register-of-interests/</a> <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 4<sup>th</sup> April 2024</b> To be agreed as an accurate record	Agree	Enclosure 4
5.	09:05	<b>Action Tracker</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>Governance Approach to Strategy Delivery for 2024-2025, incorporating 2023/2024 Q4 Strategic Priorities Close Down</b> Report of the Interim Director of Strategy and Partnerships	Assurance	Enclosure 8
9.	09:40	<b>Strategic Objective 1 – Provide outstanding care in the best place at the right time</b> <ul style="list-style-type: none"> <li>• <b>Maternity Update</b> Report of the Director of Midwifery <ul style="list-style-type: none"> <li>○ <b>Safety Champions update</b></li> <li>○ <b>Maternity Perinatal Quality Surveillance Model</b></li> </ul> </li> </ul>	Assurance	Enclosure 9.1
10.	09:55	<b>Strategic Objective 3 – Empower and support our people to be the best they can be</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> <li>• <b>Medical Workforce Staffing – 6 monthly report</b> Report of the Medical Director</li> </ul>	Assurance  Assurance	Enclosure 10.1  Enclosure 10.2

	Time	Item	Status	Paper
11.	10:25	<b>Patient Story – Family Liaison – Supporting our patients</b> Emma Mutimer Hallgarth, Divisional Patient Experience Lead	Assurance	Presentation
<b>BREAK (10 mins)</b>				
<b>Operational</b>				
12.	10:55	<b>Integrated Performance Report (IPR)</b> Report of the Executive Team	Approve	Enclosure 12
<b>Governance</b>				
13.	11:40	<b>Use of the Trust Seal</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 13
14.	11:45	<b>Fit and Proper Person Test update</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 14
15.	11:50	<b>Provider Licence Self-certification declaration</b> Report of the Director of Corporate Affairs	Approval	Enclosure 15
16.	12:00	<b>Committee Effectiveness Reviews</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 16
17.	12:05	<b>Standing Financial Instructions (SFI) and Scheme of Delegation</b> Report of the Chief Financial Officer	Approval	Enclosure 17
18.	12:10	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Audit and Assurance Committee Report of the Committee Chair (last meeting) <ul style="list-style-type: none"> <li>○ Audit and Assurance Committee Annual Report</li> </ul> </li> <li>• Finance Committee Report of the Committee Chair (last meeting) <ul style="list-style-type: none"> <li>○ Finance Committee Annual Report</li> </ul> </li> <li>• Quality Committee Report of the Committee Chair (last meeting)</li> <li>• Partnerships and Communities Committee Report of the Committee Chair (last meeting)</li> </ul>	Assurance  Assurance  Assurance  Assurance	Enclosure 18.1  Enclosure 18.2  Enclosure 18.3  Enclosure 18.4
19.	12:30	<b>Outstanding Service - The Discharge Lounge - Getting our patients home safer and faster</b>	Assurance	Presentation
20.	12:35	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
21.	12:40	<b>Any Other Business</b>		
22.		<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 2024, Boardroom, King's Mill Hospital</b>		
23.		<b>Chair Declares the Meeting Closed</b>		

	Time	Item	Status	Paper
24.		<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.

Enc 16	• <b>Committee Effectiveness Review – Audit and Assurance Committee</b>
Enc 16	• <b>Audit and Assurance Committee - TOR</b>
Enc 16	• <b>Audit and Assurance Committee – Workplan</b>
Enc 16	• <b>Committee Effectiveness Review – Finance Committee</b>
Enc 16	• <b>Finance Committee – TOR</b>
Enc 16	• <b>Finance Committee – Workplan</b>
Enc 16	• <b>Committee Effectiveness Review – Quality Committee</b>
Enc 16	• <b>Quality Committee – TOR</b>
Enc 16	• <b>Quality Committee - Workplan</b>
Enc 16	• <b>Committee Effectiveness Review – People Committee</b>
Enc 16	• <b>People Committee – TOR</b>
Enc 16	• <b>People Committee - Workplan</b>
Enc 16	• <b>Charitable Funds Committee – TOR</b>
Enc 16	• <b>Charitable Funds Committee – Workplan</b>
Enc 16	• <b>Partnerships and Communities Committee – TOR</b>
Enc 16	• <b>Partnerships and Communities Committee - Workplan</b>
Enc 18.1	• <b>Audit and Assurance Committee – previous minutes</b>
Enc 18.2	• <b>Finance Committee – previous minutes</b>
Enc 18.3	• <b>Quality Committee – previous minutes</b>
Enc 18.4	• <b>Partnerships and Communities Committee – previous minutes</b>