

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

# AGENDA

**Date:** Thursday 7<sup>th</sup> November 2024  
**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> 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>Patient Story - Positive Experience Through Surgery</b> Hannah West, Ward Sister- Day case	Assurance	Presentation
5.	09:20	<b>Minutes of the meeting held on 3<sup>rd</sup> October 2024</b> To be agreed as an accurate record	Agree	Enclosure 5
6.	09:25	<b>Action Tracker</b>	Update	Enclosure 6
7.	09:30	<b>Acting Chair's Report</b>	Assurance	Enclosure 7
8.	09:35	<b>Acting Chief Executive's Report</b>	Assurance	Enclosure 8
<b>Strategy</b>				
9.	09:45	<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.	10:00	<b>Strategic Objective 3 - Improve health and wellbeing within our communities.</b>  <ul style="list-style-type: none"> <li>• <b>Flu Annual Checklist</b> Report of the Director of People</li> </ul>	Assurance	Enclosure 10.1

	Time	Item	Status	Paper
<b>Operational</b>				
11.	10:15	<b>Emergency Preparedness Overview</b> Report of the Emergency Planning & Business Continuity Officer <ul style="list-style-type: none"> <li>• <b>Business Continuity Policy</b></li> <li>• <b>Emergency Planning Policy</b></li> <li>• <b>Business Continuity Audit report</b></li> </ul>	Assurance  Assurance Assurance Assurance	Enclosure 11  Enclosure 11.1 Enclosure 11.2 Enclosure 11.3
BREAK				
12.	10:35	<b>Half Year Review and Integrated Performance Report (IPR)</b> Report of the Executive Team	Approve	Enclosure 12
13.	11:45	<b>Trust Strategy Progress</b> Report of the Acting Director of Strategy and Partnerships	Assurance	Enclosure 13
<b>Governance</b>				
14.	12:00	<b>Board Assurance Framework</b> Report of the Chief Executive	Approve	Enclosure 14
15.	12:05	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Finance Committee Report of the Committee Chair (last meeting)</li> <li>• Partnerships and Communities Committee Report of the Committee Chair (last meeting)</li> <li>• Charitable Funds Committee Report of the Committee Chair (last meeting)</li> </ul>	Assurance  Assurance Assurance	Enclosure 15.1  Enclosure 15.2 Enclosure 15.3
16.	12:15	<b>Outstanding Service – The Library Service – Supporting Down’s syndrome children and their families</b>	Assurance	Presentation
17.	12:20	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
18.	12:25	<b>Any Other Business</b>		
19.		<b>Date of next meeting</b> The next scheduled meeting of the Board of Directors to be held in public will be <b>5<sup>th</sup> December 2024, Boardroom, King’s Mill Hospital</b>		
20.		<b>Chair Declares the Meeting Closed</b>		
21.		<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 10.1</b>	<ul style="list-style-type: none"><li>• <b>Nursing and Midwifery Safer Staffing Reports</b></li><li>• <b>Operational Plan Submission</b></li><li>• <b>Significant Risks Summary</b></li><li>• <b>Finance Committee – previous minutes</b></li><li>• <b>Partnerships and Communities Committee – previous minutes</b></li><li>• <b>Charitable Funds Committee – previous minutes</b></li></ul>
<b>Enc 12</b>	
<b>Enc 13</b>	
<b>Enc 15.1</b>	
<b>Enc 15.2</b>	
<b>Enc 15.3</b>	