

# MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** Thursday 2<sup>nd</sup> November 2023  
**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>Minutes of the meeting held on 5<sup>th</sup> October 2023</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>Strategic Priorities update 2023/2024</b> Report of the Director of Strategy and Partnerships	Assurance	Enclosure 8
9.	09:40	<b>Early findings from Public Engagement on Strategy for 2024-2029</b> Report of the Director of Strategy and Partnerships	Assurance	Enclosure 9
10.	09:50	<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 10.1
11.	10:05	<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 11.1  Enclosure 11.2

	Time	Item	Status	Paper
12.	10:25	<b>Patient Story –Michael’s journey through ED – The impact of medical jargon</b> Joanne Eyre, ED Lead Nurse	Assurance	Presentation
<b>BREAK (10 mins)</b>				
<b>Operational</b>				
13.	10:55	<b>IPR (Integrated Performance) Report – Quarterly</b> Report of the Executive Team	Consider	Enclosure 13
<b>Governance</b>				
14.	11:40	<b>Board Assurance Framework</b> Report of the Chief Executive	Approve	Enclosure 14
15.	11:50	<b>Partnerships and Communities Committee Terms of Reference</b> Report of the Director of Corporate Affairs	Approve	Enclosure 15
16.	12:00	<b>Use of the Trust Seal</b> Report of the Director of Corporate Affairs	Assurance	Enclosure 16
17.	12:00	<b>Emergency Preparedness</b> <ul style="list-style-type: none"> <li>• <b>Emergency Preparedness (EPRR) Core Standards Self-Assessment</b> Report of the Emergency Planning &amp; Business Continuity Officer</li> <li>• <b>Business Continuity Policy</b> Report of the Emergency Planning &amp; Business Continuity Officer</li> </ul>	Assurance  Approve	Enclosure 17.1  Enclosure 17.2
18.	12:10	<b>Assurance from Sub Committees</b> <ul style="list-style-type: none"> <li>• Finance 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 18.1  Enclosure 18.2
19.	12:20	<b>Outstanding Service – Sherwood Forest Hospitals CARE values – Together we CARE</b>	Assurance	Presentation
20.	12:25	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
21.	12:30	<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>7<sup>th</sup> December 2023, Boardroom, King’s Mill Hospital</b>		
23.		<b>Chair Declares the Meeting Closed</b>		
24.		<b>Questions from members of the public present</b> (Pertaining to items specific to the agenda)		

	Time	Item	Status	Paper
		<p><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></p>		

**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.

<p><b>Enc 14</b>  <b>Enc 18.1</b>  <b>Enc 18.2</b>  <b>Enc 21</b></p>	<ul style="list-style-type: none"> <li>• <b>Significant Risks Summary</b></li> <li>• <b>Finance Committee - previous minutes</b></li> <li>• <b>Charitable Funds Committee - previous minutes</b></li> <li>• <b>Improvement Advisory Group Quadrant report</b></li> </ul>
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