

## MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** 24<sup>th</sup> September 2015  
**Time:** 10.00 am  
**Venue:** Board Room, Level 1, King's Mill Hospital

	Time	Item	Status	Paper
1	10.00	<b>Welcome</b>		
2		<b>Declarations of Interest</b> To declare any pecuniary or non-pecuniary interests	Declaration	Verbal
3		<b>Apologies for Absence</b> <i>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)</i>	Agree	Verbal
4	10.05	<b>Patient Story</b>	Assurance	Presentation
5	10.25	<b>Outcomes re last month's Patient Story</b>	Assurance	Verbal
6	10.30	<b>Minutes of the meeting held on:</b>  <ul style="list-style-type: none"> <li>• <b>30<sup>th</sup> July 2015</b> To be agreed as an accurate record</li> </ul>	Approval	Enclosure 6
7		<b>Matters Arising/Action Log</b>	Approval	Enclosure 7
8	10.35	<b>Chairman's Report</b>	Note	Enclosure 8
9	10.40	<b>Chief Executive's Report</b>	Note	Enclosure 9
<b>Quality, Finance, Performance and Strategy</b>				
10	11.05	<b>Quality &amp; Safety Monthly Report</b> <ul style="list-style-type: none"> <li>• <b>Nurse Staffing Report</b> Report of Executive Director of Nursing &amp; Quality</li> </ul>	Assurance	Enclosure 10
11	11.15	<b>Integrated Performance Report</b> Report of Chief Financial Officer, Director of HR, Executive Director of Nursing & Quality, Chief Operating Officer	Assurance	Enclosure 11
12	11.30	<b>Workforce Monthly Report</b> Report of Director of Human Resources	Assurance	Enclosure 12
13	11.40	<b>Strategic Narrative</b> Report of the Director of Strategic Planning & Commercial Development	Assurance	Enclosure 13

	Time	Item	Status	Paper
<b>Governance, Risk &amp; Assurance</b>				
14	11.55	<b>Monitor Compliance Report</b> Report of the Director of Corporate Services/Company Secretary and The Chief Financial Officer	Assurance	Enclosure 14
15	12.05	<b>Lampard Review Action Plan</b> Report of the Medical Director	Assurance	Enclosure 15
16	12.20	<b>Board Assurance Framework</b> Report of the Director of Corporate Services/Company Secretary	Assurance	Enclosure 16
17	12.35	<b>Fit and Proper Person Process</b> Report of the Acting Chief Executive	Assurance	Enclosure 17
<b>Business Cases/Approvals</b>				
18	12.45	<b>Nottingham CityCare Mobile Working and Hardware Refresh Project – TO BE CONSIDERED AT PRIVATE BOARD MEETING</b> Report of Chief Financial Officer	Approval	Enclosure 18
19	12.50	<b>No Smoking Policy</b> Report of the Director of Strategic Planning & Commercial Development	Approval	Enclosure 19
20	1.00	<b>Car Parking Proposal</b> Report of the Director of Strategic Planning & Commercial Development	Approval	Enclosure 20
21	1.10	<b>Duty of Candour Policy for Ratification</b> Report of the Executive Director of Human Resources	Approval	Enclosure 21
24	1.20	<b>Governor Matters</b> Report of Chairman	Consideration	Verbal
25	1.25	<b>Escalation of Issues from TMB</b> Report of Acting Chief Executive	Consideration	Verbal
26	1.30	<b>Reports from Sub Committee</b> <ul style="list-style-type: none"> <li>• <b>Finance Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Quality Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Charitable Funds Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Audit &amp; Assurance Committee</b> Report of the Committee Chair (last meeting)</li> </ul>	Consideration	Verbal
28	1.40	<b>Questions from members of the public present</b> (Pertaining to items specific to the Agenda)	Response	Verbal
29		<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal

	Time	Item	Status	Paper
30	1.45	<b>Any Other Business</b>		
31		<b>Date of next meeting</b> The next scheduled meeting of the Board to be held in public will be Thursday 29 <sup>th</sup> October 2015.		
32		<b>Exclusion of the Press and Public RESOLUTION</b> That under the provision of Section 1, Subsection 2 of the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of business to be transacted ('special reasons').		
33		<b>* Board Priorities/Escalations</b>		

#### **Special Reasons - clarification**

- *Criteria which may be applied to determine "special reasons" for this purpose may include when the topic or business to be discussed by the Board is e.g.:*
  - *Considered by the Board to be prejudicial to the public interest by reason of the confidential nature of the business (words adapted from the Public Bodies (Admission to Meetings ) Act 1960)*
  - *Considered by the Board to be prejudicial to the public interest by reason of other special reasons stated in the resolution and arising from the nature of that business or of the proceedings (words adapted from the 1960 Act)*
  - *Considered by the Board to involve information or data which is confidential and or involves events, patients, staff or other third party information which should not be disclosed by reasons of confidentiality or the protection of the rights and interests or assets of such patients, staff or other third parties*
  - *Considered by the Board to be commercially or otherwise confidential or which is subject to specific confidentiality commitments*
  - *One which involves the presentation or submission to the board of recommendations, advice, evidence or information by an adviser or third party (words adapted from the 1960 Act)*
  - *For any other reason considered by the Board to be a topic or business which should not, in the best interests of the Trust or the public or for any other special reason recorded by the board, be disclosed in a public meeting of the board*

#### **Board of Directors Information Library Documents – September 2015**

The following information items should have been read by Members of the meeting. The Chair will invite questions or points of clarification at the end of the meeting.

1.	<b>Approved Audit &amp; Assurance Committee Minutes</b>	
2.	<b>Approved Trust Management Board Minutes</b>	
3.	<b>Other Approved Board Sub Committee Minutes</b>	