

## MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

## AGENDA

**Date:** Thursday 31<sup>st</sup> March 2016  
**Time:** 10:30 am  
**Venue:** Board Room, Level 1, King's Mill Hospital

	Time	Item	Status	Paper
1.	10:30	<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> 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)	Note	Verbal
4.	10:35	<b>Patient Story</b>	Assurance	Presentation
5.	10:40	<b>Item Removed from Agenda</b>		
6.	10:45	<b>Minutes of the meeting held on:</b>  • <b>25<sup>th</sup> February 2016</b> To be agreed as an accurate record	Approval	Enclosure 6
7.	10:50	<b>Matters Arising/Action Log</b>	Approval	Enclosure 7
8.	10:55	<b>Chairman's Report</b>	Note	Enclosure 8
9.	11:00	<b>Chief Executive's Report</b> (Including Significant Risk Register Update)	Note	Verbal
10.	11:05	<b>Long Term Partnership</b> Report of the Interim Chief Executive	Assurance	Verbal
11.	11:10	<b>Integrated Performance Report</b> Report of the Interim Chief Operating Officer, Chief Financial Officer, Interim Chief Nurse, Director of HR	Assurance	Enclosure 11
12.	11:15	<b>Regulatory Monitor Quarterly Submission Feedback Letters</b> Report of the Head of Corporate Affairs & Company Secretary	Approval	Enclosure 12
<b>Governance, Risk &amp; Assurance</b>				
13.	11:20	<b>Quality Improvement Plan Update</b> <ul style="list-style-type: none"> <li>• Quality Improvement Plan Update</li> <li>• Quality Improvement Plan Dashboard</li> <li>• Reports directly to Board of Directors</li> </ul> Report of the Director of Governance	Approval	Enclosure 13.1 Enclosure 13.2 Enclosure 13.3

	Time	Item	Status	Paper
14.	11:25	<b>SIRO – IG Toolkit</b> Report of the Chief Financial Officer	Assurance	Enclosure 14
15.	11:30	<b>Governor Matters</b> Report of the Chairman	Consideration	Verbal
16.	11:35	<b>Assurance from Sub Committees</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>OD &amp; Workforce Committee</b> Report of the Committee Chair (last meeting)</li> <li>• <b>Board Risk Committee</b> Report of the Committee Chair (last meeting)</li> </ul>	Consideration	Verbal  Enclosure 16.2  Enclosure 16.3  Enclosure 16.4
17.	11:50	<b>Outpatients Update</b> Report from Chief Operating Officer	Assurance	Enclosure 17
18.	11:55	<b>Staff Survey Response</b> Presentation by the Interim Director of HR & OD	Consideration	Presentation
19.	12:00	<b>Preparedness to a Major Incident</b> Report of the Director of Strategic Planning & Commercial Development	Assurance	Enclosure 19
20.	12:05	<b>Communications to wider organisation</b> (Agree Board decisions requiring communication to Trust)	Agree	Verbal
21.	12:10	<b>Approval of the National Non – Domestic Rates Demand for 2016/17</b> Report of the Director of Strategic Planning & Commercial Development	Approve	Enclosure 21
22.	12:15	<b>Any Other Business</b>		
23.		<b>Date of next meeting</b> The next scheduled meeting of the Board to be held in public will be Thursday 28 <sup>th</sup> April 2016		
24.	12:20	<b>Questions from members of the public present</b> (Pertaining to items specific to the agenda)		
		<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').		
	12:25	Lunch		

**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 – March 2016**

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.

<b>1.</b>		
<b>2.</b>		
<b>3.</b>		