

MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

AGENDA

Date: Thursday 31st July 2014
Time: 9.30 am
Venue: Classroom 1, School of Nursing, level 1 , King's Mill Hospital

Time	Item	Status	Paper
9.30	Welcome		
	Declarations of Interest To declare any pecuniary or non-pecuniary interests	Declaration	
	Apologies for Absence 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	
9.35	Patient Story	Assurance	
9.55	Outcomes re last month's Patient Story (including evidence of learning & dissemination as appropriate)	Assurance	
10.00	Presentation from the Public Health team re NICE No Smoking guidelines	Note / Assurance	Presentation
10.20	Minutes of the meetings held on: <ul style="list-style-type: none"> • 26th June 2014 To be agreed as an accurate record	Approval	Enclosure A
10.25	Matters Arising/Action Log	Approval	Enclosure B
10.30	Chairman's Report	Note	Enclosure C
10.40	Chief Executive's Report <ul style="list-style-type: none"> • Result of the CQC Quality Inspection 	Note	Enclosure D Enclosure Di
Quality, Finance, Performance and Strategy			
10.50	Quarterly Quality & Safety Report Report of the Director of Nursing & Medical Director To include: <ul style="list-style-type: none"> • Serious Incidents – new in month and trends 	Assurance	Enclosure E
11.05	Quarterly Patient Experience Report Report of the Director of Nursing & Medical Director <ul style="list-style-type: none"> • Nurse staffing report 	Assurance	Enclosure F Enclosure Fi
11.15	Regulatory Escalations/Action Plans 1. Governance Reviews a) QGF (Director of Corporate Services & Co Sec) b) Keogh (CEO, Director of Nursing, Medical Director)	Approval Assurance	Enclosure G Enclosure H

Time	Item	Status	Paper
	<i>Assured , partly assured and timescales</i>		
	<p>2. CQC Update/Escalations (Director of Nursing) (to include status of Warning Notice & outstanding notices/compliance actions)</p> <p>a) Result of the CQC Quality Inspection</p>	Assurance Assurance	Verbal Verbal
11.30	<p>1. Monitor Quarterly Declaration (Reports from DCS, CFO, DoN, MD)</p> <ul style="list-style-type: none"> • Governance Declaration To include consideration of position regarding <ul style="list-style-type: none"> i) CQC Compliance Status (see Board reports) ii) Learning Disability Compliance (see Quality Report) iii) Revalidation <ul style="list-style-type: none"> i) Statement of Compliance iv) CQC Intelligent Monitoring Report v) QGF (see Board Report) • Finance Declaration 	Agree Assurance Assurance Assurance Assurance Assurance	Enclosure I Enclosure J Enclosure K Enclosure L
11.45	<p>Finance Report Report of Chief Financial Officer</p>	Assurance Approve any remedial actions	Enclosure M
11.55	<p>Integrated Performance Report Report of Director of Operations, Director of HR, Director of Nursing & Quality</p>	Assurance Approve any remedial actions	Enclosure N
12.10	<p>Workforce Quarterly Reports Report of Director of HR</p>	Assurance	Enclosure O
12.20	<p>SFH IT Update Report of the Director of Health Informatics</p>	Assurance	Enclosure P
12.30	<p>PAS UPDATE Report of the Director of Health Informatics</p>	Assurance	Enclosure Q
12.40	<p>Quarterly update – Procurement Report of the Director of Strategic Planning and Commercial Development</p>	Assurance	Enclosure R
12.50	<p>Energy Procurement Update Report of the Director of Strategic Planning and Commercial Development</p>	Approval	Enclosure S
Governance, Risk & Assurance			
1.00	<p>LUNCH – Including Vitalpac progress update Proposed at the Board / TMB action tracker February 2014. Delayed from June</p>	Assurance	Presentation
1.40	<p>Revised Governing Documents</p> <ul style="list-style-type: none"> • Constitution • Engagement Policy • Directors Code of Conduct <p>Report of the Company Secretary</p>	Agree	Enclosure T Enclosure Ti - iv Enclosure Tv Enclosure Tvi
1.55	<p>Governor Matters Report of Chairman</p>	Consideration	Verbal

Time	Item	Status	Paper
2.00	Escalation of Issues from TMB/Board Report of Chief Executive Ratifications / Approvals <ul style="list-style-type: none"> EMRAD Business case CRC Energy Efficiency Scheme Invoice 	Consideration	Verbal Enc Ui Enc Uii
2.15	Audit Committee Report of the Committee Chair (last meeting July)	Consideration	Verbal
2.20	Quality Committee Report of the Committee Chair (last meeting July)	Consideration	Verbal
2.25	Finance & Performance Committee Report of the Committee Chair (last meeting July)	Consideration	Verbal
2.30	Questions from members of the public present (pertaining to items specific to the agenda)	Response	
2.40	Communications to wider organisation (Agree Board decisions requiring communication to Trust)	Agree	
2.45	Any Other Business		
2.50	Date of next meeting The next scheduled meeting of the Board to be held in public will be Thursday 25 th September 2014 at Holy Trinity Community Centre , Newark		
	Exclusion of the Press and Public RESOLUTION 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').		
	Close		

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 – July 2014

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.	Monitor FTN Bulletin	
----	-----------------------------	--