

Time	Item	Paper
	2. Financial Submission – Chief Finance Officer	Enclosure G
11.15	Monitor FT Strategic and Operational Planning Guidance 2014/15 Report of Director of Strategic Planning & Commercial Development	Enclosure H
11.25	Board forward planner Report of Director of Corporate Services <ul style="list-style-type: none"> Transitional arrangements – Board Governance Structures 	Enclosure I
11.30	Integrated Performance Report Report of Director of Operations, Director of HR, Director of Nursing & Quality <ul style="list-style-type: none"> December 2013 Workforce costs (staff in post, variable pay) 	Enclosure J
11.45	Quarterly Workforce Report Report of Director of HR, Director of Nursing & Quality	Enclosure K
12.00	OD Strategy Report of Director of HR, Director of Nursing & Quality	Enclosure L
	Workforce Strategy Report of Director of HR, Director of Nursing & Quality	Enclosure M
	IM&T Strategy Report of Director of Health Informatics	Enclosure N
12.45	Lunch	
1.15	Estates Strategy Report of Director of Strategic Planning and Commercial Development	Enclosure O
	Patient Experience Strategy Report of Director of Nursing & Quality	Enclosure P
	Patient Safety and Quality Strategy Report of Director of Nursing & Quality (need to include April Strategy feedback / In Your shoes)	Enclosure Q
2.00	Finance Report (To highlight a) I&E and b) CIP variations and remedial actions; liquidity and PDC funding mitigation) Report of Chief Financial Officer	Enclosure R
2.15	Newark Strategy Workstreams update Report of Director of Strategic Planning and Commercial Development	Enclosure S
Governance, Risk & Assurance		
2.25	Board Assurance Framework and Corporate Risk Register Report of Director of Corporate Services	Enclosure T
2.35	Staff Survey results 2013 Report of Director of Human Resources & Workforce	Enclosure U
2.45	Progress against Governance reviews <ul style="list-style-type: none"> CQC Warning notice update (including formal feedback from 4 	Enclosure V

Time	Item	Paper
	December 2012 visit) Report of Director of Nursing & Quality <ul style="list-style-type: none"> • Keogh Report of Chief Executive / Chief Financial Officer • Board and Quality Governance (including QGF) Report of Director of Corporate Services 	
3.00	The Journey to putting patients first – report – “ True For Us” Report of Director of Corporate Services	Enclosure W
3.10	Car Parking Policy Report of Director of Strategic Planning and Commercial Development	Enclosure X
3.20	Audit Committee Report of the Committee Chair (latest meeting)	Verbal
	Clinical Governance & Quality Committee Report of the Committee Chair (latest meeting)	Verbal
	Risk Assurance Committee Report of the Committee Chair (latest meeting)	Verbal
	Finance & Performance Committee Report of the Committee Chair (latest meeting)	Verbal
	Remuneration and Nomination Committee Report of the Committee Chair (latest meeting)	Verbal
	Charitable Funds Committee Report Report of the Committee Chair (latest meeting) <ul style="list-style-type: none"> • Annual Report & Accounts & Auditors Report (for ratification) 	Enclosure Y
3.50	Authorisation to Affix the Trust Seal Report of Director of Corporate Services	Enclosure Z
3.55	Any Other Business	
4.00	Date of next meeting The next scheduled meeting of the Board to be held in public will be Thursday 27 th February 2014	
	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').	
4.20	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 – January 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.	Approved minutes	
1.1	Audit Committee Minutes	25/10/13
1.2	Hospital Management Board Minutes	30/10/13
2.	Monitor FTN Bulletin	