

MEETING OF THE BOARD OF DIRECTORS IN PUBLIC

AGENDA

Date: Thursday 5th December 2019
Time: 09:00 – 12:30
Venue: Boardroom, King's Mill Hospital

	Time	Item	Status	Paper
1.	09:00	Welcome		
2.		Declarations of Interest To declare any pecuniary or non-pecuniary interests <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.		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	Verbal
4.	09:00	Minutes of the meeting held on 7th November 2019 To be agreed as an accurate record	Agree	Enclosure 4
5.	09:05	Matters Arising/Action Log	Update	Enclosure 5
6.	09:10	Chair's Report	Assurance	Enclosure 6
7.	09:15	Chief Executive's Report	Assurance	Enclosure 7
Strategy				
8.	09:25	Strategic Objectives Update Phil Harper, Head of Strategic Planning and Information	Assurance	Enclosure 8
9.	09:45	Strategic Priority 1 - To Provide Outstanding Care <ul style="list-style-type: none"> Advancing Quality Programme Progress Report Report of the Medical Director 	Assurance	Enclosure 9.1
10.	09:55	Strategic Priority 2 - To promote and support health and wellbeing <ul style="list-style-type: none"> Flu vaccination of Healthcare Workers Report of the Director of People 	Assurance	Enclosure 10.1
11.	10:05	Strategic Priority 3 – To maximise the potential of our workforce <ul style="list-style-type: none"> Safe Staffing 6 monthly report Report of the Chief Nurse and Medical Director Guardian of Safe Working Report of the Medical Director 	Assurance Assurance	Enclosure 11.1 Enclosure 11.2

	Time	Item	Status	Paper
12.	10:30	Patient Story – Transition – Bethany’s Story Rachel Barker – Matron Paediatrics, Vicki Leivers - Adult Specialist Nurse and Lewis Halfpenny – Apprentice, Clinical Illustration	Assurance	Presentation 12
BREAK (10 mins)				
Operational				
13.	11:00	Single Oversight Framework Performance – Monthly Report Report of the Executive	Consider	Enclosure 13
14.	11:50	Update on Winter Plan Report of the Chief Operating Officer	Assurance	Enclosure 14
15.	12:00	Management of clinical waste across the healthcare sector Ben Widdowson, Associate Director of Estates & Facilities	Assurance	Enclosure 15
Governance				
16.	12:10	Use of Trust Seal Report of the Director of Corporate Affairs	Approval	Enclosure 16
17.	12:10	Assurance from Sub Committees <ul style="list-style-type: none"> • Audit and Assurance Committee Report of the Committee Chair (last meeting) • Quality Committee Report of the Committee Chair (last meeting) 	Assurance Assurance	Enclosure 17.1 Enclosure 17.2
18.	12:20	Outstanding Service – Sterile Services Report of the Chief Executive	Assurance	Presentation 18
19.	12:25	Communications to wider organisation (Agree Board decisions requiring communication to Trust)	Agree	Verbal
20.	12:30	Any Other Business		
21.		Date of next meeting The next scheduled meeting of the Board of Directors to be held in public will be 9th January 2020, Boardroom, Newark Hospital		
22.	12:30	Chair Declares the Meeting Closed		
23.		Questions from members of the public present (Pertaining to items specific to the agenda)		

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.

Enc 09.1 Enc 13 Enc 15 Enc 17.1 Enc 17.2	<ul style="list-style-type: none"> • AQP Dashboard • Finance Slide Pack • NHS Waste arisings data • Audit and Assurance Committee – previous minutes • Quality Committee – previous minutes
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