



## AGENDA

|                         |   |   |
|-------------------------|---|---|
| <b>Meeting:</b>         | Trust Board Meeting in Public   |   |
| <b>Date/Venue/Time:</b> | <b>1145-1530</b><br>27 January 2015<br>The Source, 300 Meadowhall Way, Sheffield, S9 1EA  |   |
| <b>Membership:</b>      | Della Cannings (DC)<br>Pat Drake (PD)<br><br>Dr Elaine Bond (EB)<br>Erfana Mahmood (EM)<br>Barrie Senior (BS)<br>Mary Wareing (MW)<br>Rod Barnes (RB)<br>Ian Brandwood (IB)<br><br>Alex Crickmar (AC)<br><br>Dr Dave Macklin (DM)<br><br>Dr Julian Mark (JM)<br>Steve Page (SP) | Chairman<br>Deputy Chairman and Non-Executive Director<br><br>Non-Executive Director<br>Non-Executive Director<br>Non-Executive Director<br>Non-Executive Director<br>Interim Chief Executive<br>Executive Director of People & Engagement<br>Interim Executive Director of Finance & Performance<br>Interim Executive Director of Operations<br>Executive Medical Director<br>Executive Director of Standards & Compliance |
| <b>Apologies:</b>       |   |   |
| <b>In Attendance:</b>   | John Nutton (JN)<br>Anne Allen (AA)   | Non-Executive Director (Designate)<br>Trust Secretary   |
| <b>Minute Taker:</b>    | Melanie Gatecliff (MG)  | Committee Services Manager  |

**A presentation open to all members of the public will precede the Trust Board meeting to be held in Public on 27 January 2015 at The Source, 300 Meadowhall Way, Sheffield, S9 1EA:**

**Timing: from 1100 – 1130**

- Presentation:** Improving Outcomes from Cardiac Arrest
- Presented by:** Jason Carlyon, Clinical Development Manager and Dr Steven Dykes, Associate Medical Director

| No. | Description   | Format/<br>Attachment | Raised by | Timings          |
|-----|---|-----------------------|-----------|------------------|
| 1.  | <b>Questions from the Public</b>  | Verbal                | DC        | 1145-1200        |
| 2.  | <b>Apologies/Declaration of Interests:</b><br><i>Any Board Member who is aware of a conflict of interest relating to any item on the agenda will be required to disclose it at this stage or when the conflict arises during consideration of the item.</i> | Verbal                | DC        | 1200-1215        |
| 3.  | <b>Minutes of the Meeting</b> held on 25 November 2014 including Matters Arising (not on the agenda) and Action Log:<br><br>None  | Minutes<br>Action Log | DC        |                  |
| 4.  | <b>Chairman's Report</b>  | Verbal                | DC        | 1215-1230        |
| 5.  | <b>QUALITY, SAFETY &amp; PATIENT EXPERIENCE</b>   |                       |           |                  |
| 5.1 | Patient Story   | Video                 | DC        | 1230-1240        |
| 5.2 | For Approval: <ul style="list-style-type: none"> <li>NHS Trust Development Authority Compliance with Monitor Licence Requirements for NHS Trusts Return;</li> <li>NHS Trust Development Authority Board Statements</li> </ul>                               | Paper                 | RB        | 1240-1250        |
| 5.3 | For Approval: Major Incident Procedures   | Paper                 | DM        | 1250-1300        |
|     | <b>Break for Lunch</b>  |                       |           | <b>1300-1330</b> |
| 5.4 | For Assurance: Chief Executive's Report and Integrated Performance Report   | Paper                 | RB        | 1330-1425        |
| 5.5 | For Approval: Code of Conduct for the Board of Directors  | Paper                 | AA        | 1425-1430        |
| 5.6 | For Assurance: Bi-Annual Report: Significant Incidents/Lessons Learned  | Paper                 | SP        | 1430-1445        |
| 6.  | <b>STRATEGY, PLANNING &amp; POLICY</b>  |                       |           |                  |
| 6.1 | For Assurance: Planning Update 2015/16  | Presentation          | AC        | 1445-1505        |

|            |   |                  |    |           |
|------------|---|------------------|----|-----------|
| 6.2        | For Assurance: NHS Takes Action to Tackle Race Inequality Across the Workforce  | Paper            | IB | 1505-1515 |
| <b>7.</b>  | <b>PERFORMANCE MONITORING</b>   |                  |    |           |
| 7.1        | Charitable Funds Committee - Minutes of the last meeting held on 3 July 2014 and Committee Chairman's Update on the meeting held on 9 October 2014  | Paper/<br>Verbal | EM | 1515-1525 |
| 7.2        | Audit Committee – Minutes of the last meeting held on 9 October 2014 and Committee Chairman's Update on the meeting held on 8 January 2015  | Paper/<br>Verbal | BS |           |
| 7.3        | Quality Committee – Minutes of the last meeting held on 11 September 2014 and Committee Chairman's Update on the meeting held on 4 December 2014  | Paper/<br>Verbal | PD |           |
| 7.4        | Finance & Investment Committee – Minutes of the last meeting held on 11 September 2014 and Committee Chairman's Update on the meeting held on 4 December 2014   | Paper/<br>Verbal | EB |           |
| 7.5        | Board Review and Feedback<br><br><b>Board Vital Guiding Principles</b><br>T – timely, accessible communications<br>R – respect differences; be supportive<br>U – understand shared purpose, risks<br>S – self-awareness; give/receive feedback; time for reflection<br>T – take responsibility; challenge | Verbal           | DC | 1525-1530 |
| <b>8.</b>  | <b>REGULATORY REPORTS</b>   |                  |    |           |
|            | None  |                  |    |           |
|            | To be resolved that the remaining business to be transacted is of a confidential nature and that under the terms of the Public Bodies (Admission to Meetings) Act, 1960, Section 1, subsections 2 & 3, the Press and the public be excluded from the remaining part of the meeting.                       |                  |    |           |
| <b>9.</b>  | <b>FOR INFORMATION</b>  |                  |    |           |
| 9.1        | YAS Forum Report of the last meeting held on 13 January 2015  | Paper            | DC | -         |
| <b>10.</b> | <b>Date of next meeting:</b><br>1100, 24 March 2015<br>[East Riding of Yorkshire: to be confirmed]  |                  |    |           |