

TRUST BOARD MEETING TO BE HELD IN PUBLIC
at 9.30 am on Thursday 24 November 2011
Seminar Rooms 1 & 2, Shropshire Education & Conference Centre
Royal Shrewsbury Hospital.

17 November 2011

Dr John B Davies, Chairman

A G E N D A

No	Item	Enc.	Presenter	Duration	
1.1	WELCOME AND APOLOGIES Chairman's remarks To note any apologies for absence : A Cairns		J Davies Chair	9.30 am	
1.2	CHAIRMAN'S AWARD		J Davies, Chair	9.31-9.35	
2	DECLARATION OF INTERESTS To receive and note any declarations of interest by members of the Board relating to any matters on this agenda		J Davies Chair	9.35-9.36	
3	MINUTES of formal Board meeting held on 27 October 2011	A	1	J Davies Chair	9.36-9.40
4	MATTERS ARISING To consider any matters arising from the Minutes and Action Lists	D		J Davies Chair	9.40-9.45
5	CHAIRMAN'S REPORT	I	Verbal	J Davies, Chair	9.45-9.50
6	QUALITY & SAFETY				
6.1	Quality Report	I	2	V Morris, Chief Nurse	9.50-10.05
6.2	Medical Appraisal and Revalidation: Briefing	A	3	A Fraser, Med. Director	10.05-10.15
7	PERFORMANCE				
7.1	Finance Report	A	4	N Nisbet, Fin. Director	10.15-10.30
7.2	Performance Report	A	5	N Nisbet, Fin. Director	10.30-10.40
8	GOVERNANCE				
8.1	Observer Status at Trust Board meetings	A	6	J Davies, Chair	10.40-10.45
8.2	NHS Good Corporate Citizen	A	7	J Clarke, DCRM	10.45-10.50
8.3	Standing Financial Instructions : Approvals Process	A	8	N Nisbet, Fin. Dir.	10.50-10.55
9	STRATEGY				
9.1	Risk Management Strategy	A	9	J Clarke, DCRM	10.55-11.05

9.2	Future Configuration of Hospital Services – Community Engagement	I	10	D Vogler, DoS	11.05-11.15
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10 POLICIES for consideration

10.1	<ul style="list-style-type: none"> ▪ Additional Clinical Activity (HR68) ▪ Acting Down Policy for Consultants (HR69) ▪ Medical Staff Job Planning (HR71) ▪ Corporate & Local Induction (HR02) & Dignity at Work (HR45) ▪ Health & Safety Policy (HS01) ▪ Verification of Professional Registration (HR04) and Recruitment and Selection Policies (HR33) 	A	11i	A Fraser, Medical Dir.	11.15-11.30
		A	11ii	A Fraser, Medical Dir.	
		A	11iii	A Fraser, Medical Dir.	11.30-11.38
		A	11iv	V Maher, Workforce Dir	
		A	11v	V Maher, Workforce Dir	
		A	11vi	V Maher, Workforce Dir	

11 OUTCOME SUMMARIES FROM COMMITTEES FOR INFORMATION :

11.1	Risk Management Executive – 4 November 2011	I	12i	A Cairns, Chair RME	11.38-11.40
11.2	Hospital Executive Group – 25 October 2011	I	12ii	A Cairns, Chair HEC	11.40-11.42
11.3	Charitable Funds Committee – 4 November 2011	I	12iii	S Assar, Chair CFC	11.42-11.44

12 ANY OTHER BUSINESS

12.1	Dates of Future Board meetings	A	13	J Davies, Chair	11.44-11.47
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13 QUESTIONS FROM THE FLOOR

11.47-11.52

14 DATE OF NEXT MEETING : 26 January 2012 at 9.30 am Lecture Theatre, Princess Royal Hospital.

J Davies, Chair 11.52 am

RESOLVED THAT REPRESENTATIVES OF THE PRESS AND OTHER MEMBERS OF THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING HAVING REGARD TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, PUBLICITY ON WHICH WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST. (Section 1(2) Public Bodies (Admission to Meetings) Act 1960).

PRIVATE SESSION

15	Patient Story	I	Verbal	V Morris, Chief Nurse	12-12.05
16	Minutes of the meeting held in private on 27 October 2011	A	14	J Davies, Chair	12.05-12.08
17	Matters Arising/Action List			J Davies, Chair	12.08-12.11
	<ul style="list-style-type: none"> ▪ Mental Health Liaison Update 	I	15	D Vogler, DoS	12.11-12.20
18	Chief Executive's Report	I	16	A Cairns, CEO	12.20-12.35
19	Referral to Treatment Update	I	17	N Nisbet, Fin.Director	12.35-12.50
20i	PAS Change Management Support : Outpatient Report	I/D	18	N Nisbet, Fin.Director	12.50-1.05
20ii	Outpatient : Review of Treatment management processes	I/D	19	N Nisbet, Fin.Director	1.05-1.20
21	Cost Improvement Workstreams – update on progress	I	20	N Nisbet, Fin.Director	1.20-1.35
22	Serious Incident update	I	21	V Morris, Chief Nurse	1.35-1.50
23	Quality & Safety Report	I	22	V Morris, Chief Nurse	1.50-2.05
24	Car Parking Management	A	23	N Nisbet, Fin.Director	2.05-2.20
25	Litigation Report	A	24	J Clarke, DCRM	2.20-2.25
26	Employment Tribunals Claims and Staff Exclusions Any Other Urgent Business	I	25	V Maher, WD J Davies, Chair	2.25-2.30 2.30 pm

(Key : A = Approval; I = Information; D = Discussion)