


















Trust Board Meeting





Thursday 27th September 2012 - 10:30 to 13:30

Crawley Hospital, PGMC Lecture Theatre, West Green Drive, Crawley, RH11 7DH

AGENDA – MEETING IN PUBLIC

1	<u>GENERAL BUSINESS</u>				
	10:30	1.1	Welcome and apologies for absence	A McCarthy	
		1.2	Declarations of Interest	A McCarthy	
		1.3	Minutes of the last meeting on 3 rd August 2012 <i>for approval</i>	A McCarthy	 1.3_Minutes Trus Board in PUBLIC 0
		1.3.1	Action tracker	A McCarthy	
10:40	1.4	Chief Executive's Report <i>to receive & note</i>	M Wilson	1.4_CEO Update.pdf	
2	<u>SAFETY, QUALITY AND PATIENT EXPERIENCE</u>				
	10:50	2.1	Clinical Presentation – Revalidation of Doctors Presented by Adam Stacey-Clear <i>for information</i>	B Bluhm	 2.1 Clinical Presentation.pdf
	11:05	2.2	Safety & Quality Committee Chair Report <i>to receive & note</i>	Y Robbins	Tabled paper
	11:10	2.3	Chief Nurse's Report <i>to receive & note</i>	J Thomas	 2.3_Chief Nurse Report.pdf
	11:20	2.4	Chief Medical Officer's Report <i>to receive & note</i>	D Holden	 2.4_Chief Medical Officer Update.pdf
	11:30	2.5	NIHR RSS Capability Statement <i>for approval</i>	D Holden	 2.5_RDOCS.pdf
	11:35	2.6	Annual Reports <i>to receive and note</i>		
		2.6.1	Safeguarding Adults & Children Annual Report	S Brittain	 2.8.1_Safeguarding Children & Vulnerabl
	2.6.2	Infection Prevention & Control Annual Report	D Holden	 2.6.2_IPCAS Report.pdf	

3	11:40	<p><u>OPERATIONAL PERFORMANCE</u></p> <p>3.1 Integrated Quality and Performance Report (M5) <i>for information</i></p> <p>3.1.1 Operational Key Performance Indicators</p> <p>3.1.2 Quality Key Performance Indicators</p> <p>3.1.3 Workforce Key Performance Indicators</p>	<p>B Bluhm</p> <p>S Brittain</p> <p>Y Parker</p>	 <p>3.1_IQPR.pdf</p>
4	12:00	<p><u>FINANCIAL PERFORMANCE</u></p> <p>4.1 Finance Report (Month 5) <i>for information</i></p>	L Clegg	 <p>4.1_MO5 FINANCE V3.pdf</p>
5	<p>12:20</p> <p>12:35</p> <p>12:40</p> <p>12:55</p>	<p><u>RISK AND REGULATORY ITEMS</u></p> <p>5.1 Corporate Risk Register <i>to receive & note</i></p> <p>5.2 Annual Audit Letter <i>to receive & note</i></p> <p>5.3 Outstanding Serious Incident Investigations Report <i>to discuss & agree</i></p> <p>5.4 Single Operating Model (SOM) Certification – July <i>to receive & note</i></p>	<p>H Astle</p> <p>L Clegg</p> <p>D Holden</p> <p>H Astle</p>	 <p>5.1_Corporate Risk Register.pdf</p>  <p>5.1 Corporate Risk Register V2.xls</p>  <p>5.2_Annual Audit Letter.pdf</p>  <p>5.3_Outstanding Serious Incident Inv</p> <p>* Paper</p>
6	<p>13:00</p> <p>13:15</p>	<p><u>OTHER ITEMS</u></p> <p>6.1 Updates from Committee Chairs <i>to receive and note</i></p> <p>6.1.1 Audit & Assurance</p> <p>6.1.2 Charitable Funds</p> <p>6.1.3 Investment and Workforce</p> <p>6.2 Minutes from Board Committees <i>for information</i></p>	<p>R Congdon</p> <p>Y Robbins</p> <p>R Durban</p>	 <p>6.1.1_AAC Update.pdf</p>  <p>6.1.2_ Charitable Funds Committee Up</p>  <p>6.1.3_IWC Update.pdf</p>

	6.2.1	Audit and Assurance	R Congdon	
	6.2.2	Safety and Quality	Y Robbins	6.2.1_AAC Minutes July 12.pdf
	6.2.3	Investment and Workforce	R Durban	
13:20	6.3	ANY OTHER BUSINESS	A McCarthy	6.2.2_SQC Minutes 24.07.pdf
13:25	6.4	QUESTIONS FROM THE PUBLIC – <i>Questions from members of the public may be submitted to the Chairman in advance of the meeting by emailing them to sacha.beeby@sash.nhs.uk</i>	A McCarthy	 6.2.3_IWC Minutes May 2012 Part 1.pdf
13:30	6.5	DATE OF NEXT MEETING Thursday 29th November 2012 at 10:30 <i>PGEC Lecture Theatre, East Surrey Hospital</i>		 6.2.3_IWC Minutes June 2012 Part 1.pdf

* Paper due for late circulation – 5.4 Single Operating Model (SOM) Certification – July