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Sheffield Teaching Hospitals **NHS**

NHS Foundation Trust

**MEETING OF THE BOARD OF DIRECTORS OF THE SHEFFIELD TEACHING HOSPITALS NHS FOUNDATION TRUST TO BE HELD IN PUBLIC COMMENCING AT 9.15 AM ON WEDNESDAY 20<sup>TH</sup> NOVEMBER, 2013, IN THE BOARD ROOM, NORTHERN GENERAL HOSPITAL, HERRIES ROAD, SHEFFIELD**

**A G E N D A**

		<b><u>Enclosure</u></b>	<b><u>Time</u></b>
1.	Welcome		
2.	Apologies		
3.	Declarations of Interests		
4.	To receive and approve the Minutes of the Meeting held on Wednesday 16 <sup>th</sup> October, 2013	<b>A</b>	<b>5 (0915- 0920)</b>
5.	Relevant Matter(s) Arising:  (a) Late Cancer Referrals from District General Hospitals (STH/191/13(a)) <b>(Director of Strategy and Operations)</b>  (b) Integrated Sexual Health Services (STH/194/13) <b>(Chief Executive)</b>  (c) Analysis of Outpatient Queue (STH/194/13(b)) <b>(Director of Strategy and Operations)</b>		<b>10 (0920 – 0930)</b>
6.	<b>Clinical Performance:</b>  (a) Clinical Update - Dementia: A Key Priority for Acute NHS Trusts <b>(Medical Director/Dr. Rob Ghosh, Consultant Physician and Geriatrician)</b>  (b) Infection Control Report <b>(Chief Nurse)</b>  (c) Winter Planning <b>(Director of Strategy and Operations)</b>  (d) Healthcare Governance Report <b>(Medical Director)</b>  (i) Annual Safeguarding Adults Report <b>(Chief Nurse)</b>	<b>B</b>  <b>C</b>  <b>D</b>  <b>E</b>	<b>30 (0930 – 1000)</b>  <b>10 (1000 – 1010)</b>  <b>10 (1010 – 1020)</b>  <b>10 (1020 – 1030)</b>

		<u>Enclosure</u>	<u>Time</u>
7.	<b>Provide patient centred services</b>		
	(a) Friends and Family Test: Update <b>(Chief Nurse)</b>	F	10 (1030 – 1040)
	(b) Quarterly Patient Experience Report: 1 <sup>st</sup> April 2013 to 30 <sup>th</sup> June 2013 <b>(Chief Nurse)</b>		
8.	<b>Financial and Operational Performance:</b>		
	(a) Report from the Director of Finance	G	10 (1040 – 1050)
	(b) Report from the Director of Strategy and Operations	H	10 (1050 – 1100)
9.	<b>Our Staff:</b>		
	(a) Report from the Director of Human Resources:	I	10 (1100 – 1110)
10.	Chief Executive's matters		15 (1110 – 1125)
11.	Chairman and Non-Executive Directors' matters		
12.	For Approval/Ratification:		
	(a) Outline Business Case for Electronic Document Management System <b>(Medical Director/Ms. T. Harding, Director of Informatics)</b>	J	15 (1125 – 1140)
	(b) Outline Business Case for a Clinical Portal <b>(Medical Director/Ms. T. Harding, Director of Informatics)</b>	K	
	(c) Common Seal <b>(Assistant Chief Executive)</b>	L	10 (1140 – 1150)
	(d) Board of Directors: Terms of Reference <b>(Assistant Chief Executive)</b>	M	
13.	To Receive and Note:		
	(a) Declaration of Interest <b>(Assistant Chief Executive)</b>	N	
14.	If so determined, to exclude the public to consider business of a confidential nature		
15.	To consider any other items of business		
16.	Date and Time of Next Meeting: Wednesday 18 <sup>th</sup> December, 2013, Seminar Room 1, Clinical Skills Centre, R Floor, Royal Hallamshire Hospital.		

**Neil Riley**  
**Assistant Chief Executive**