

## KINGSTON HOSPITAL NHS FOUNDATION TRUST

The next meeting of the Kingston Hospital NHS Trust Board will take place at

**9.30 am on Wednesday 27<sup>th</sup> July 2016 in Seminar Room 1  
5<sup>th</sup> Floor, Kingston Surgical Centre, Kingston Hospital, Galsworthy Road,  
Kingston upon Thames, Surrey KT2 7QB**

### A G E N D A

	<b>Agenda Item</b>	<b>Purpose</b>	<b>Time</b>	<b>Enclosure</b>	<b>Lead</b>
1.	Patient Story	Discussion	9.30	Present ation	DB
2.	Apologies for absence				
3.	Declarations of Interest in matters on the Agenda				
4.	Minutes of the previous meeting	Approval	9.45	A	SB
5.	Matters Arising	Discussion	9.50	B	SB
6.	Chairman's Report	Discussion	9.55	Verbal	SB
7.	Chief Executive's Report	Discussion	10.00	C	AR
<b>QUALITY AND PERFORMANCE</b>					
8.	Clinical Quality Report	Discussion	10.05	D	JKW
9.	Operational Performance Report	Discussion	10.15	E	RW
10.	Workforce Report Including staff survey action plan	Discussion	10.25	F	ARo
11.	Finance Report	Discussion	10.35	G	JF
12.	Inpatient Survey and Patient Experience Action Plan	Information	10.45	H	DB
13.	CQC Report	Information	10.55	I	AR
14.	Annual Reports a) Health & Safety Annual Report (SS/JF) b) Safeguarding Adults Annual Report (DB) c) Safeguarding Children Annual Report (DB) d) Information Governance Annual Report (JF) e) PALS, Complaints, Claims And Incidents Annual Report (DB/SS)	Information/ Assurance	11.15	J1 J2 J3 J4 J5	
<b>TEA &amp; COFFEE BREAK – 11.35</b>					
<b>STRATEGY AND POLICY</b>					
15.	Apprenticeship Levies	Information	11.45	Verbal	ARo
16.	Communication and Engagement Strategy	Approval	11.50	K	LW

17.	Education and Training Strategy	Approval	11.55	L	ARo
<b>GOVERNANCE</b>					
18.	Board Assurance Framework and Corporate Risk Register	Assurance	12.05	M	SS
19.	NHS Improvement Q1 Submission	Assurance	12.15	N	SS
20.	Use of the seal	Assurance	12.20	O	SS
21.	Forward Plan	Information	12.25	P	SB
<b>CHARITABLE TRUSTEE ITEMS</b>					
22.	Report from the Committee	Information	12.30	Q	JM
<b>BOARD COMMITTEE CHAIR REPORTS</b>					
23.	Quality Assurance Committee	Information	12.35	R	CS
24.	Workforce Committee	Information		S	SH
25.	Finance Investment Committee	Information		T	MG
26.	Board Committee Membership	Approval		U	SB
27.	<b>QUESTIONS FROM THE PUBLIC</b>		<b>12.40</b>		SB
28.	<b>ANY OTHER BUSINESS</b> <b>(Matters to be notified to the Chair at least 48 hours prior to the date of the meeting)</b>				
	Date of next Meeting: 28 <sup>th</sup> September 2016 at 9.30 am Venue: Seminar Room 1, Kingston Surgical Centre, Kingston Hospital				
29.	<b>RESOLUTION TO MOVE TO CLOSED SESSION</b>				
	In accordance with Section 1 (2) Public Bodies (Admissions to Meetings) Act 1960, the Board is invited to approve the following resolution: "That representatives of the press and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest".				

Sian Bates, Chairman