

CFB/JJP/SC

20 January 2012

Dear Colleague

You are invited to a meeting of the Board of Directors which will be held on **Thursday 26 January 2012 at 9.30am in the Committee Room, Oak House, Stepping Hill Hospital.**

An agenda for the meeting is detailed below.

Yours sincerely

**DR C F BURKE**  
**CHIEF EXECUTIVE**

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AGENDA ITEM	TIME
1. Apologies for Absence.	9.30am – 9.35am
2. Declaration of Amendments to the Register of Interests.	“
3. Colorectal Surgery (Presentation by Mr Saeed, Consultant Surgeon).	9.35am – 9.55am
<b>QUALITY, SAFETY AND THE PATIENT EXPERIENCE:</b>	
4. Trust Quality Report – January 2012 (attached).	9.55am – 10.40am
5. Clinical Audit Annual Report 2010/11 (Report of Medical Director attached).	10.40am – 10.50am
<b>OPENING MATTERS:</b>	
6. To approve the minutes of Part 1 of the previous meeting of the Board of Directors held on 24 November 2011 (attached).	10.50am – 10.55am
7. Matters Arising.	“
8. Chairman’s Communications.	“
9. Report of the Chief Executive (attached).	10.55am – 11.05am
<b>STRATEGY AND DEVELOPMENT:</b>	
10. Capital Progress Report – January 2012 (Report of Director of Planning and Business Development attached).	11.05am – 11.15am

AGENDA ITEM	TIME
<b>ASSURANCE:</b>	
11. Corporate Performance Report (attached): <ul style="list-style-type: none"> <li>a) Finance Report to the end of December 2011 (Report of Director of Finance attached).</li> <li>b) Access Report – December activity (Report of Director of Operations and Performance attached).</li> <li>c) Human Resources Update – January 2011 (Report of Director of Human Resources attached).               <ul style="list-style-type: none"> <li>i) Multidisciplinary Development 2011/13 (attached).</li> </ul> </li> </ul>	11.15am – 12.00pm
<b>REGULATORY:</b>	
12. NHS Constitution (Report of Director of Human Resources attached).	12.00pm – 12.10pm
<b>CLOSING MATTERS:</b>	
13. Review of Board Action Tracker (attached).	12.10pm – 12.15pm
14. Any Other Business.	12.15pm – 12.30pm
15. Date of Next Meeting – 23 February 2012.	“
16. Resolution: <p><i>“To move the resolution that the representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to commercial sensitivity and confidentiality of patients and staff, publicity of which would be premature and / or prejudicial to the public interest”</i></p>	