

**East Midlands regional SPF meeting**

**Tuesday 6 September 2016 13.30 – 15.30, pre-meeting 11.30 – 12.30**  
**Holiday Inn, M1, Junction 25, Bostocks Lane, Sandiacre, Nottingham NG10 5NJ**

**A G E N D A**

<b>NO.</b>	<b>ITEM</b>	<b>TIME</b>	<b>WHOM</b>	<b>PAPER</b>
1	Introductions and welcome	13.30	Chair	Verbal
2	Action notes & matters arising	13.35	Chair	Attachment.
3	Task and finish groups update: <ul style="list-style-type: none"> <li>• Facility time – Claire Teeney</li> <li>• Job evaluation – Suzanne Newing. Jill Cresswell from NCORE attending to talk through the options appraisal</li> <li>• MOU – Lee Balch (update on progress since last meeting and close down task and finish group)</li> <li>• TUPE best practice T&amp;F group – Marie Hannah and Amanda Rawlings - review of MOU on best practice for TUPE transfers and discussion about whether to adopt East Midlands wide.</li> </ul>	13.40	Task and finish group leads or as specified.	Attachments
4	HEEM update, focussing on LWABs	14.00	Jane Johnson	
5	Review terms of reference in light of national partnership agreement being signed - initial discussion, then take nominations for a small task and finish group to take this forward	14.30	Chair	
6	Merger of Sherwood Forest Hospital and Nottingham University Hospital	14.40	Bel Rowe & Robert Simcox	Presentation
7	STPs - employee engagement in STP and their impact.	15.00	David Pearson Notts CC (By phone)	
8	The Freedom to Speak Up, Guardian role <ul style="list-style-type: none"> <li>• Kirstie Macdonald from NUH talking through the implementation of her role at NUH</li> <li>• Sarah Akhtar talking through the process the trust went through to appoint a guardian.</li> </ul>	15.10	Kirstie Macdonald NUH Guardian & Sarah Akhtar CRH head of OD.	

9	AOB	15.25	All	
	Close	15.30		

**FUTURE MEETING DATES**

Tuesday 8 November, 13:00 – 15:00, Holiday Inn, M1, Junction 25, Bostocks Lane, Sandiacre, NG10 5NJ