

Board of Directors Meeting in Public Agenda

Date: Thursday 11 December 2014 at 2:00pm
Venue: Training Rooms South, Colchester General Hospital

This meeting is open to the public and the press. The agenda is also available on the Colchester Hospital University NHS Foundation Trust Website www.colchesterhospital.nhs.uk. Click on 'Publications' on the Home Page and then click on 'Board Papers'. Scroll down the list to the relevant meeting date and click on any of the links which are underlined in blue font.

The room is equipped with an Induction Loop. If you have any other access requirements or require these documents in another format, please contact the Assistant Company Secretary via info@colchesterhospital.nhs.uk or 01206 742733 before the meeting takes place.

| ITEM | SUBJECT | REPORT OF | | ACTION |
|----------|--|-----------------|---|---------|
| 1 | STANDING ITEMS | | | |
| 1.1 | WELCOME AND APOLOGIES FOR ABSENCE | Chair | | - |
| 1.2 | DECLARATIONS OF INTEREST To note any new declarations of interest | Chair | | - |
| 1.3 | PATIENT SAFETY To discuss any areas of concern around patient safety | - | | Note |
| 1.4 | DRAFT MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2014 To confirm and sign the draft minutes of the meeting held on 13 November 2014 | Chair | A | Approve |
| 1.5 | ACTION CHECKLIST To note the Action Checklist | Chair | B | Note |
| 1.6 | ANY KEY QUALITY/OPERATIONAL/FINANCIAL ISSUES To consider any matters which, in the opinion of the Chair, should be considered as a matter of urgency | Chief Executive | | Note |
| 1.7 | CHAIR'S REPORT To discuss a report on current issues, including Council of Governors activity. | Chair | C | Note |
| 1.8 | CHIEF EXECUTIVE'S REPORT To discuss a report on current status and priorities. | Chief Executive | D | Note |
| 1.9 | PRIVATE BOARD MEETING To give a verbal update of matters discussed in the private part of the Board Meeting | Chief Executive | | Note |
| 2 | FOR DECISION | | | |
| 2.1 | FINANCE AND PERFORMANCE REPORT & | Executive | E | Approve |

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|--------------------------------|---|---|---------------------|------|
| | <p>EXCEPTIONS INCLUDING RTT & ED PERFORMANCE</p> <p>(A) FINANCE The Director of Finance to report, followed by the report of the chair of the Finance assurance committee on the meeting of the 25 November 2014</p> <p>(B) QUALITY AND PATIENT SAFETY The Director of Nursing and Medical Director to report, followed by the report of the chair of the Quality and Patient Safety committee meeting of 24 November 2014</p> <p>(C) WORKFORCE The Director of HR and OD to report, followed by the report of the chair of the POD Committee</p> <p>(D) OPERATIONAL PERFORMANCE The Chief Operating Officer to report</p> | Directors/Assurance Committee Chairs | F G H | |
| 3 FOR ASSURANCE | | | | |
| 3.1 | <p>CHARITABLE FUNDS COMMITTEE To receive the report of the meeting of 21 November 2014</p> | Assurance Committee Chair | I | Note |
| 4 FOR REPORT/DISCUSSION | | | | |
| 4.1 | <p>CQC IMPROVEMENT PLAN To receive an update on the plan</p> | Chief Executive | J | Note |
| 4.2 | <p>CANCER IMPROVEMENT PLAN AND RETROSPECTIVE REVIEW To receive an update on the Cancer Remedial Action Plan and Retrospective Review</p> | Chief Operating Officer / Medical Director | K | Note |
| 4.3 | <p>SAFEGUARDING REPORT To receive a report from the Director of Nursing</p> | Director of Nursing | L | Note |
| 4.4 | <p>NURSE FILL RATES To receive a report on the National Nurse Fill Rates</p> | Director of Nursing | M | Note |
| 4.5 | <p>SERIOUS INCIDENTS & COMPLAINTS (a) Incident & Learning Report</p> | Director of Nursing | N | Note |
| 4.6 | <p>MATERNITY CONSULTATION UPDATE To receive the report</p> | Divisional Director Women and Children's services | | Note |
| 4.7 | <p>PUBLIC QUESTIONS To receive questions from members of the public of information or clarification relating only to matters on the Agenda.</p> | | | |
| 5 FOR INFORMATION | | | | |
| 5.1 | <p>RADIATION PROTECTION ADVISER'S ANNUAL REPORT 2013/14 To receive the report</p> | Chief Operating Officer | O | Note |

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|-----|---|-------------------|--|------|
| 5.2 | SEALING OF DOCUMENTS | Company Secretary | | Note |
| 5.3 | ANY OTHER BUSINESS To consider any other matters which, in the opinion of the Chair, should be considered as a matter of urgency. | - | | - |
| 5.4 | DATE OF NEXT MEETING 29 January 2015 | - | | - |