

Board of Directors Meeting in Public Agenda

Date: Thursday 26 February 2015 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	PATIENT STORY			
1.5	DRAFT MINUTES OF LAST MEETING To confirm and sign the draft minutes of the meeting held on 29 January 2015	Chair	Approve	A
1.6	ACTION CHECKLIST To note the Action Checklist	Chair	Note	B
1.7	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	
1.8	CHAIR'S REPORT To discuss a report on current issues, including Council of Governors activity.	Chair	Note	C
1.9	CHIEF EXECUTIVE'S REPORT To discuss a report on current status and priorities.	Chief Executive	Note	D

1.10	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 & EXCEPTIONS INCLUDING RTT & ED PERFORMANCE (A) FINANCE The Director of Finance to report, followed by the report of the chair of the Finance & Performance assurance committee on the meeting of 19 February 2015 (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 23 February 2015 (C) WORKFORCE The Director of HR and OD to report (D) OPERATIONAL PERFORMANCE The Chief Operating Officer to report followed by the report of the chair of the Finance & Performance assurance committee of 19 February 2015	Executive Directors/Assurance Committee Chairs	Approve	E1 E2
3 FOR ASSURANCE				
3.1	SCHEDULE OF MATTERS RESERVED TO THE BOARD OF DIRECTORS AND COUNCIL OF GOVERNORS To agree the schedule of matters reserved	Company Secretary	Approve	F
3.2	NURSE FILL RATES To receive a report on the National Nurse Fill Rates	Director of Nursing	Note	G
3.3	BOARD ASSURANCE FRAMEWORK To receive the report of the Company Secretary	Chief Executive	Note	H
4 FOR REPORT/DISCUSSION				
4.1	CQC IMPROVEMENT PLAN To receive an update on the plan	Chief Executive	Note	I
4.2	CANCER FORWARD PLAN - FUTURE ARRANGEMENTS To agree future arrangements for the governance of the Cancer forward plan	Chief Operating Officer / Medical Director	Note	J
4.3	PUBLIC QUESTIONS To receive questions from members of the public of information or clarification relating only to matters on the Agenda.			

5 FOR INFORMATION				
5.1	SEALING OF DOCUMENTS	Company Secretary		Note
5.2	ANY OTHER BUSINESS To consider any other matters which, in the opinion of the Chair, should be considered as a matter of urgency.	-		-
5.3	DATE OF NEXT MEETING 26 March 2015	-		-