

Board of Directors Meeting in Public Agenda

Date: Thursday 25 February 2016 at 2:00pm
Venue: Rooms 2&3 Post-Grad 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 Committee Co-Ordinator or 01206 742347 before the meeting takes place.

TIME	ITEM	SUBJECT	REPORT OF	ACTION	
	1	STANDING ITEMS			
2:00 to 2:30	1.1	WELCOME AND APOLOGIES FOR ABSENCE	Chairman	-	-
	1.2	DECLARATIONS OF INTEREST To note any new declarations of interest	Chairman	-	-
	1.3	PUBLIC QUESTIONS To receive questions from members of the public	Chairman	Listen & note	Verbal
	1.4	PATIENT EXPERIENCE	Head of Patient Experience	-	Verbal
	1.5	INNOVATION – MAKING A DIFFERENCE	Hospital at Night Team	-	Verbal
	1.6	DRAFT MINUTES OF LAST MEETING To confirm and sign the draft minutes of the meeting held on 28 January 2016	Chairman	Approve	A
	1.7	ACTION CHECKLIST To note the Action Checklist	Chairman	Note	B
	1.8	PRIVATE BOARD MEETING To give a verbal update of matters discussed in the private part of the Board Meeting	Chairman	Note	Verbal

TIME	ITEM	SUBJECT	REPORT OF	ACTION	
2 FOR ASSURANCE					
2:30 to 3:45	2.1	QUALITY IMPROVEMENT COMMITTEE The Chief Executive to present the latest Improvement Plan and dashboard and provide an update from the Quality Improvement Committee of 18 February 2016	Frank Sims	Assurance	C
	2.2	BOARD PERFORMANCE REPORTS AND BOARD COMMITTEE ASSURANCE (A) 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 assurance committee on the meeting of 19 February 2016 (B) FINANCE The Director of Finance to report, followed by the report of the chair of the Finance & Performance assurance committee on the meeting of 17 February 2016 (C) OPERATIONAL PERFORMANCE The Chief Operating Officer to report followed by the report of the chair of the Finance & Performance assurance committee of 17 February 2016 (D) WORKFORCE The Director of HR and OD to report followed by the report of the chair of the People and OD assurance committee 17 February 2016	Executive Directors/ Assurance Committee Chairs	Assurance	D E F G
3 FOR APPROVAL					
3:45 – 4:00	3.1	RISK STRATEGY To approve the strategy, including the Risk Appetite Statement	Giles Thorpe	Approval	H
	3.2	SIGNIFICANT RISK REPORT	Frank Sims	Discuss	I
	3.2	BOARD ASSURANCE FRAMEWORK AND CORPORATE RISK REGISTER	Ann Alderton	Discuss	J
4 FOR REPORT/DISCUSSION					
4:00 to 5:00	4.1	STAFF SURVEY 2015/16	Julie Fryatt	Discuss	K
	4.2	OPEN REFERRALS – UPDATE ON CURRENT POSITION AND NEXT STEPS To receive an update	Shane Gordon	Note	L
	4.3	END OF LIFE CARE ACTION PLAN To receive the report	Angela Tillett	Note	M
	4.4	OPERATIONAL PLAN 2016/17 To receive the report	Dawn Scrafield	Note	N

	4.5	CHAIRMAN REPORT To discuss a report on current issues	Chairman	Note	O
	4.6	CHIEF EXECUTIVE REPORT To discuss a report on current issues and priorities	Chief Executive	Note	P
	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 31 March 2016, PGMC Rooms 2 & 3	-	-	-