

# Board of Directors Meeting in Public Agenda

**Date:** Thursday 26 March 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](http://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](mailto:info@colchesterhospital.nhs.uk) or 01206 742733 before the meeting takes place.

ITEM	SUBJECT	REPORT OF	ACTION	
<b>1</b>	<b>STANDING ITEMS</b>			
1.1	<b>WELCOME AND APOLOGIES FOR ABSENCE</b>	Chair	-	
1.2	<b>DECLARATIONS OF INTEREST</b> To note any new declarations of interest	Chair	-	
1.3	<b>PATIENT SAFETY</b> To discuss any areas of concern around patient safety	-	Note	
1.4	<b>PATIENT STORY</b>			
1.5	<b>DRAFT MINUTES OF LAST MEETING</b> To confirm and sign the draft minutes of the meeting held on 26 February 2015	Chair	Approve	<b>A</b>
1.6	<b>ACTION CHECKLIST</b> To note the Action Checklist	Chair	Note	<b>B</b>
1.7	<b>ANY KEY QUALITY/OPERATIONAL/FINANCIAL ISSUES</b> To consider any matters which, in the opinion of the Chair, should be considered as a matter of urgency	Chief Executive	Note	
1.8	<b>CHAIR'S REPORT</b> To discuss a report on current issues, including Council of Governors activity.	Chair	Note	<b>C</b>
1.9	<b>CHIEF EXECUTIVE'S REPORT</b> To discuss a report on current status and priorities.	Chief Executive	Note	<b>D</b>

1.10	<b>PRIVATE BOARD MEETING</b> To give a verbal update of matters discussed in the private part of the Board Meeting	Chief Executive	Note	
<b>2 FOR DECISION</b>				
2.1	<b>FINANCE AND PERFORMANCE REPORT &amp; EXCEPTIONS INCLUDING RTT &amp; ED PERFORMANCE</b>  <b>(A) QUALITY AND PATIENT SAFETY</b> 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 20 March 2015  <b>(B) FINANCE</b> The Director of Finance to report, followed by the report of the chair of the Finance & Performance assurance committee on the meeting of 18 March 2015  <b>(C) OPERATIONAL PERFORMANCE</b> The Chief Operating Officer to report followed by the report of the chair of the Finance & Performance assurance committee of 18 March 2015  <b>(D) WORKFORCE</b> The Director of HR and OD to report, followed by the report of the chair of the People and OD committee meeting of 4 March 2015	Executive Directors/Assurance Committee Chairs	Approve	E1 E2
2.2	<b>DRAFT CORPORATE OBJECTIVES 2015/16</b> To approve the objectives	Chief Executive	Approve	F
2.3	<b>THE YEAR AHEAD</b> <b>A) 2015/16 BUDGETS (INCLUDING CAPITAL, REVENUE, CASH)</b> To receive the report of the Director of Finance <b>B) FINANCIAL RECOVERY PLAN – DRAFT</b> To receive the report of the Director of Finance <b>C) MONITOR FINANCIAL PLAN</b> To receive the report of the Director of Finance	Director of Finance	Approve	G  H  I
<b>3 FOR ASSURANCE</b>				
3.1	<b>BOARD ASSURANCE FRAMEWORK</b> To receive the report of the Company Secretary	Chief Executive	Note	J
3.2	<b>NURSE FILL RATES</b> To receive a report on the National Nurse Fill	Director of Nursing	Note	K

	Rates			
<b>4</b>	<b>FOR REPORT/DISCUSSION</b>			
<b>4.1</b>	<b>CQC IMPROVEMENT PLAN</b> To receive an update on the plan	Chief Executive	Note	<b>L</b>
<b>4.2</b>	<b>CANCER HELPLINE – COMPLAINTS AND SERIOUS INCIDENTS</b> To receive the report	Medical Director and Divisional Director – Cancer and CCS	Discuss	<b>M</b>
<b>4.3</b>	<b>MONITOR Q3 LETTER</b> To receive the letter	Chief Executive		<b>N</b>
<b>4.4</b>	<b>MATERNITY CONSULTATION FEEDBACK</b> To receive the report	Associate Director of Operations – Women and Children		<b>O</b>
<b>4.5</b>	<b>PUBLIC QUESTIONS</b> To receive questions from members of the public of information or clarification relating only to matters on the Agenda.	Chairman		
<b>5</b>	<b>FOR INFORMATION</b>			
<b>5.1</b>	<b>SEALING OF DOCUMENTS</b>	Company Secretary	Note	
<b>5.2</b>	<b>ANY OTHER BUSINESS</b> To consider any other matters which, in the opinion of the Chair, should be considered as a matter of urgency.	-	-	
<b>5.3</b>	<b>DATE OF NEXT MEETING</b> 30 April 2015	-	-	