

Board of Directors Meeting in Public Agenda

Date: Thursday 16 October 2014 at 1.00pm
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.	WELCOME AND APOLOGIES FOR ABSENCE	Chair	-
2.	DECLARATIONS OF INTEREST To note any new declarations of interest	Chair	-
3.	PATIENT SAFETY To discuss any areas of concern around patient safety	-	-
4.	DRAFT MINUTES OF THE MEETING HELD ON 17 SEPTEMBER 2014 To confirm and sign the draft minutes of the meeting held on 17 September 2014	Chair	Approve
5.	ACTION CHECKLIST To note the Action Checklist	Chair	Note
6.	CHAIR'S REPORT To discuss a report on current issues, including Council of Governors activity.	Chair	Note
7.	CHIEF EXECUTIVE'S REPORT To discuss a report on current status and priorities.	Chief Executive	Note
8.	PRIVATE BOARD MEETING To give a verbal update of matters discussed in the private part of the Board Meeting	Chief Executive	Note
STRATEGY			
9.	CLINICAL PORTAL To receive an update on the Clinical Portal	Director of Special Projects	Note
QUALITY			
10.	CQC IMPROVEMENT PLAN To receive an update on the plan	Chief Executive	Note
11.	CANCER IMPROVEMENT PLAN AND RETROSPECTIVE REVIEW To receive an update on the Cancer Remedial Action Plan	Chief Operating Officer / Medical Director	Note

	and Retrospective Review		
12.	NURSE FILL RATES To receive a report on the National Nurse Fill Rates	Director of Nursing	Note
13.	SERIOUS INCIDENTS & COMPLAINTS (a) Incident & Learning Report (b) Complaints Report	Director of Nursing	Note
14.	RCS REPORT ON VASCULAR SURGERY – EXECUTIVE SUMMARY To review and discuss the summary report	Divisional Director of Surgery	Note
15.	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
FINANCE & PERFORMANCE			
16.	FINANCE AND PERFORMANCE REPORT & EXCEPTIONS INCLUDING RTT & ED PERFORMANCE To discuss and approve actions on the Trust performance	Executive Directors / Assurance Committee Chairs	Approve
GOVERNANCE			
17.	ASSURANCE AND ESCALATION POLICY AND FRAMEWORK To approve the policy and framework	Company Secretary	Approve
18.	MONITOR Q2 SUBMISSION To approve the Q2 submission to Monitor	Acting Director of Finance	Approve
REPORTS FROM BOARD COMMITTEES			
19(a)	PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE To receive the report of the assurance committee chair on the meeting of 3 September 2014	Assurance Committee Chair	Note
19(b).	QUALITY & PATIENT SAFETY COMMITTEE To receive the report of the assurance committee chair on the meeting of 29 September 2014	Assurance Committee Chair	Note
19(c).	FINANCE COMMITTEE To receive the report of the assurance committee chair on the meeting of 23 September	Assurance Committee Chair	Note
20.	TERMS OF REFERENCE REMUNERATION COMMITTEE To approve the Terms of Reference for Remuneration Committee	Company Secretary	Approve
21.	PUBLIC QUESTIONS To receive questions from members of the public of information or clarification relating only to matters on the Agenda.	-	-
FOR INFORMATION			

22.	SEALING OF DOCUMENTS <ul style="list-style-type: none"> • Deed of lease for 166 High St, Colchester, Essex, Sexual Health Centre 	Company Secretary	Note
23.	ANY OTHER BUSINESS To consider any other matters which, in the opinion of the Chair, should be considered as a matter of urgency.	-	-
24.	DATE OF NEXT MEETING 13 November 2014	-	-