

Board of Directors Meeting in Public Agenda

Date: Thursday 31 March 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 not 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 receive the declarations of interest report	Chairman	Note and approve	A
	1.3	PUBLIC QUESTIONS To receive questions from members of the public	Chairman	Listen & note	Verbal
	1.4	PATIENT EXPERIENCE To receive a presentation on Empathy: The Human Connection	Head of Patients	-	Verbal
	1.5	STAFF VOICE	Kim Simmons		Verbal
	1.6	DRAFT MINUTES OF LAST MEETING To confirm and sign the draft minutes of the meeting held on 25 February 2016	Chairman	Approve	B
	1.7	ACTION CHECKLIST To note the Action Checklist	Chairman	Note	C
	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 24 March 2016	Frank Sims Susan Ayles-Peacock Jan Smith	Assurance	D
	2.2	BOARD PERFORMANCE REPORTS AND BOARD COMMITTEE ASSURANCE	Assurance Committee Chairs / Executive Directors	Assurance	E
		(A) QUALITY AND PATIENT SAFETY The chair of the Quality and Patient Safety assurance committee to report on the meeting of 24 March 2016, supported by the Director of Nursing and Medical Director			F
		(B) FINANCE The chair of the Finance & Performance assurance committee to report on the meeting of 23 March 2016, supported by the Director of Finance			G
		(C) OPERATIONAL PERFORMANCE The chair of the Finance & Performance assurance committee to report on the meeting of 23 March 2016 supported by the Chief Operating Officer			H
	2.3	BOARD ASSURANCE FRAMEWORK AND CORPORATE RISK REGISTER	Ann Alderton	Discuss	I
3 FOR APPROVAL					
4 FOR REPORT/DISCUSSION					
4:00 to 5:00	4.1	EDUCATION AND TRAINING UPDATE	Dr Angela Tillett Dr Pete Bishop	Discuss	J
	4.2	INFECTION CONTROL REPORT Q3	Dr Tony Elston	Discuss	K
	4.3	CHAIRMAN REPORT To discuss a report on current issues	Chairman	Note	L
	4.4	CHIEF EXECUTIVE REPORT To discuss a report on current issues and priorities	Chief Executive	Note	M

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 28 April 2016, PGMC Rooms 2 & 3	-	-	-