

## Board of Directors' Meeting

To be held at  
**9.30am on Wednesday 5 August 2015**  
**In the Boardroom at Southend University Hospital**

### Part 1 – Held in Public

Item no.			Actions	Lead
<b>Hospital Heroes' presentation</b>				
66/15	Presentation by a member of the Board to this month's award winners			
<b>Procedural Items</b>				
67/15	Welcome and apologies	-	-	Alan Tobias, Chairman
68/15	Declaration of conflicts of interest	-	To note	Alan Tobias, Chairman
69/15	Approval of 27 May 2015 Part 1 minutes	Attached	For approval	Alan Tobias, Chairman
70/15	Matters arising from minutes (if any):	-	For discussion / approval	Alan Tobias, Chairman
71/15	Consideration of Part 1 Action Tracker	Attached	For discussion / approval	Alan Tobias, Chairman
<b>Quality</b>				
72/15	Patient Story			Cheryl Schwarz, Acting Chief Nurse
73/15	Nursing Establishment Bi-monthly update (incl. Tracking of live staff management – Benchmarking exercise report)	Attached	To receive assurance	Cheryl Schwarz, Acting Chief Nurse
<b>Operational Performance</b>				
74/15	Monthly Integrated Performance Report, including the Serious Incidents Report	Attached	To receive assurance	Executive Team
<b>Workforce</b>				
75/15	Staff Appraisals Report	Attached	To note	Mary Foulkes, Director of HR & OD
<b>Financial Performance</b>				
76/15	Financial Position	Attached	To note and receive assurance	James O'Sullivan, Chief Financial Officer
<b>Chairman / Chief Executive Reports (Part 1)</b>				
77/15	Part 1 report from the Chairman (including Monitor update)	Verbal	-	Alan Tobias, Chairman

78/15	Part 1 report from the Chief Executive	<i>Verbal</i>	-	<i>Sue Hardy, Chief Executive</i>
<b>Risk Framework</b>				
79/15	Corporate Risk Register – Review	<i>Attached</i>	<i>To note and receive assurance</i>	<i>Sue Hardy, Chief Executive</i>
80/15	Emergency Preparedness, resilience and response Assurance 2015/16	<i>Attached</i>	<i>To note and receive assurance</i>	<i>Jon Findlay, Chief Operating Officer</i>
<b>Board Governance</b>				
81/15	Review of Charitable Funds Committee - Terms of Reference	<i>Attached</i>	<i>To approve</i>	<i>Angela Bosnjak- Szekeres, Trust Company Secretary</i>
82/15	Remuneration Committee (RC) – Update Report	<i>Attached</i>	<i>To note</i>	<i>Qadir Bakhsh, Chair of RC</i>
83/15	Remuneration Policy – Ratification	<i>Attached</i>	<i>To approve</i>	<i>Angela Bosnjak- Szekeres, Trust Company Secretary</i>
84/15	Quality Assurance Committee (QAC) – Update Report	<i>Attached</i>	<i>To note</i>	<i>Fred Heddell, Chair of QAC</i>
85/15	Finance and Investment Committee (FIC) – Update Report	<i>Attached</i>	<i>To note</i>	<i>David Parkins, Chair of FIC</i>
86/15	Governor Elections 2015 – Update	<i>Verbal</i>	<i>To note</i>	<i>Angela Bosnjak- Szekeres, Trust Company Secretary</i>
<b>Board Governance Planning</b>				
87/15	Review of Board Calendar	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
88/15	Draft meeting dates for 2016	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
89/15	Date of next meeting: Wednesday, 7 October 2015	-	<i>To note</i>	<i>Alan Tobias, Chairman</i>

***The Chairman will take any questions – arising specifically from the agenda - from the public, governors and staff at the end of the meeting.***

*In accordance with §152(4) of the Health and Social Care Act, 2012, a copy of this agenda has been provided to Governors prior to the Board Meeting.*