

Board of Directors' Meeting Agenda

**To be held at 9.30am on Wednesday, 25 May 2016
in the Boardroom at Southend University Hospital**

Part 1 - Held in Public

Item no.			Actions	Lead
	Hospital Heroes			
	Patient Story – Emma Matthews			
	Procedural Items			
41/16	Welcome and apologies	-	-	<i>Alan Tobias, Chairman</i>
42/16	Declaration of conflicts of interest	-	<i>To note</i>	<i>Alan Tobias, Chairman</i>
43/16	Approval of 6 April 2016 Part 1 minutes	<i>Attached</i>	<i>For approval</i>	<i>Alan Tobias, Chairman</i>
44/16	Matters arising from minutes (if any):	-	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
45/16	Consideration of Part 1 Action Tracker	<i>Attached</i>	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
	Quality			
46/16	Nursing Establishment - Safe staffing monthly reports i) March 2016 ii) April 2016	<i>Attached</i>	<i>To receive assurance</i>	<i>Yvonne Blücher, Chief Nurse</i>
47/16	Complaints Annual Report - 1 April 2015 to 31 March 2016	<i>Attached</i>	<i>To approve and receive assurance</i>	<i>Yvonne Blücher, Chief Nurse</i>
	Operational Performance			
48/16	Monthly Integrated Performance Report, including the Serious Incidents Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Executive Team</i>
	Financial Performance			
49/16	Financial Position (incl cost improvement update)	<i>Attached</i>	<i>To receive assurance</i>	<i>James O'Sullivan, Chief Financial Officer</i>
	Chairman / Chief Executive Reports (Part 1)			
50/16	Part 1 report from the Chairman (including NHS Improvement (Monitor) update)	<i>Verbal</i>	<i>For information</i>	<i>Alan Tobias, Chairman</i>
51/16	Part 1 report from the Chief Executive	<i>Verbal</i>	<i>For information</i>	<i>Sue Hardy, Chief Executive</i>
	Board Governance			
52/16	Corporate Clinical Risk Register – Review	<i>Attached</i>	<i>To receive assurance</i>	<i>Yvonne Blücher, Chief Nurse</i>
53/16	Quality Assurance Committee (QAC) Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Tim Young, NED</i>
54/16	Charitable Funds Committee (CFC) Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Fred Heddell, NED</i>
55/16	Audit Committee Report	<i>To follow</i>	<i>To receive assurance</i>	<i>Mike Green, NED</i>

Item no.			Actions	Lead
56/16	Terms of References Review i) Audit Committee ii) Quality Assurance Committee iii) Finance & Investment Committee	<i>Attached</i>	<i>To discuss and approve</i>	<i>Alan Tobias, Chairman</i>
56.1/16	Success Regime	<i>Attached</i>	<i>To approve</i>	<i>Sue Hardy, Chief Executive</i>
Board Governance Planning				
57/16	Review of Board Calendar	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
58/16	Date of next meeting: Wednesday, 3 August 2016	-	<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.