

Board of Directors' Meeting Agenda

**To be held at 9.30am on Wednesday, 5 October 2016
in the Boardroom at Southend University Hospital**

Part 1 - Held in Public

Item no.			Actions	Lead
Patient Story				
Procedural Items				
78/16	Welcome and apologies	-	-	<i>Alan Tobias, Chairman</i>
79/16	Declaration of conflicts of interest	-	<i>To note</i>	<i>Alan Tobias, Chairman</i>
80/16	Approval of Part 1 minutes a) 3 August 2016 b) 7 September 2016	<i>Attached</i>	<i>For approval</i>	<i>Alan Tobias, Chairman</i>
81/16	Matters arising from minutes (if any):	-	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
82/16	Consideration of Part 1 Action Tracker	<i>Attached</i>	<i>For discussion</i>	<i>Alan Tobias, Chairman</i>
Quality				
83/16	Nursing Establishment - Safe staffing monthly reports – July and August 2016	<i>Attached</i>	<i>To note and receive assurance</i>	<i>Yvonne Blücher, Chief Nurse</i>
84/16	Nursing Establishment – 6-monthly Staffing Review	<i>Attached</i>	<i>To note and receive assurance</i>	<i>Yvonne Blücher, Chief Nurse</i>
Operational Performance				
85/16	Monthly Integrated Performance Report, including the Serious Incidents Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Executive Team</i>
86/16	Operational Productivity and Access Target (OPAT) programme overview	<i>Attached</i>	<i>To receive assurance</i>	<i>Jon Findlay, Chief Operating Officer</i>
87/16	Patient Led Assessment of the Care Environment (PLACE)	<i>Attached</i>	<i>To note and receive assurance</i>	<i>Jan China, Director of Estates & Facilities</i>
Financial Performance				
88/16	Financial Position	<i>Attached</i>	<i>To note and receive assurance</i>	<i>James O'Sullivan, Chief Financial Officer</i>
Chairman / Chief Executive Reports (Part 1)				
89/16	Part 1 report from the Chairman (including NHS Improvement update)	<i>Verbal</i>	<i>For information</i>	<i>Alan Tobias, Chairman</i>
90/16	Part 1 report from the Chief Executive	<i>Verbal</i>	<i>For information</i>	<i>Sue Hardy, Chief Executive</i>
Board Governance				
91/16	Finance and Resources Committee (FRC)	<i>Attached</i>	<i>To receive assurance</i>	<i>David Parkins, NED</i>

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	Report			
92/16	Quality Assurance Committee (QAC) Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Fred Heddell, NED</i>
93/16	Audit Committee Report	<i>Attached</i>	<i>To receive assurance</i>	<i>Mike Green, NED</i>
95/16	Scheme of Delegation	<i>Attached</i>	<i>To approve</i>	<i>James O'Sullivan, Chief Financial Officer</i>
96/16	Single Oversight Framework	<i>Attached</i>	<i>To note</i>	<i>James O'Sullivan, Chief Financial Officer</i>
Board Governance Planning				
97/16	Review of Board Calendar	<i>Attached</i>	<i>To approve</i>	<i>Alan Tobias, Chairman</i>
98/16	Date of next meeting: Wednesday, 7 December 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.