

A MEETING OF THE TRUST BOARD WILL BE HELD IN PUBLIC ON

Thursday 26th July 2012

Lecture Theatre 1, Medical Education Centre, Watford General Hospital
at 13.00 hrs

Apologies should be conveyed to the Company Secretary at patricia.duncan@whht.nhs.uk

Papers relating to Part 1 of the Agenda for this meeting have been issued to members of the Board and the officers in Attendance. The papers may be obtained from the Trust's web site at:

<http://www.westhertshospitals.nhs.uk>

Key: (O) oral update (P) paper

Part 1

Opening Items

	Time	
Item 1	13.00	Chairman's Welcome
Item 2		Apologies to receive and accept apologies for non-attendance at the meeting from Dr Colin Johnston,
Item 3 (O)		Declarations of Interests to note any declarations of interests pertinent to matters for discussion at this meeting
Item 4 (P)		Minutes of the previous meeting 4.1 to approve and sign the minutes of the meeting held on 31 May 2012 4.2 to approve and sign the minutes of the Special Meeting of the Board held on 6 June to sign off the Accounts, the Quality Account and the Annual Report
Item 5 (P)		Matters arising from the minutes - to note any matters arising from the minutes not taken elsewhere on the agenda and actions taken since the previous meeting: (i) Board 29 th March – to note amendments to the minutes
Item 6 (O)		Chief Executive's Briefing - to receive an oral report on the matters before the Board from Jan Filochowski, Chief Executive

Strategic Issues

Item 7 (P)	13.20	Board Assurance Framework - to approve the summary of risks and levels of assurance as recorded on the Board's Assurance Framework Summary Report, presented by Patricia Duncan, Company Secretary, on behalf of Dr Colin Johnston, Director of Patient Safety, Medical Director (P)
Item 8 (P)		Re-shaping Strategy – Developing our Clinical Vision – to approve the proposals outlined as the clinical vision for the Trust; support engagement with external stakeholders and approve the next phase of service re-configuration modelling presented by Chris Green, Non Executive Director and Louise Gaffney, Interim Director of Estates and Infrastructure

Item 9 (i) (P)	13.40	(i) Finalisation of the Capital Programme – to approve the allocation of the remaining capital funds presented by Louise Gaffney, Interim Director of Strategy and Infrastructure
Item 9 (ii) (O)		(ii) Oral update on capacity expansion – to review progress in relation to funding and delivery of agreed expansion presented by Louise Gaffney, Interim Director of Strategy and Infrastructure
Item 10 (P)		Vascular Services: Abdominal Aortic Aneurysm (AAA) Screening Business Case – to approve the business case and acknowledge our proposed designation as the vascular hub - presented by Louise Gaffney, Interim Director of Strategy and Infrastructure
Item 11 (P)		The Academic Health Science Network – to approve a proposal to join an Academic Health Sciences Centre and agree in principle to become a member of the UCL Partners Academic Health Sciences Network presented by Paul Jenkins, Director for Partnerships
Item 12	2.00	Improving the care and experience of patients with dementia: a key national priority – to receive a presentation from Dr Sally Bashford and Dr Tammy Angel, Consultants, Elderly Care introduced by Natalie Forrest, Director of Nursing

Performance Reports

Item 13 (P)	2.20	Integrated Performance Report , together with PMR self certification – to review the recently introduced integrated performance report, incorporating nursing quality indicators, note current performance and approve the PMR Self Certification presented by Jan Filochowski, Chief Executive
Item 14 (i) (P)		(i) Forecast Financial Outturn 2012/2013 presented by Jan Filochowski, Chief Executive and Anna Anderson, Director of Finance
Item 14 (ii) (P)		(i) Finance Report M3 presented by Anna Anderson, Director of Finance

Assurance Reports

Item 15 (P)		Equality, Diversity and Human Rights Annual Review (Equality Delivery System EDS) and Equality Objectives) – to receive the 2011/12 report on equality, presented by Natalie Forest, Director of Nursing and to approve the objectives for 2012/13
Item 16 (P)		Health & Safety Annual Report – to receive the 2011/12 report, presented by Mark Vaughan, Director of Workforce.
Item 17 (P)		Serious Incident Summary – to receive a summary of Serious Incidents reported since the previous meeting, presented by Patricia Duncan, Company Secretary on behalf of Dr Colin Johnston, Director of Patient Safety, Medical Director
Item 18 (P)		East of England 10 Year QIPP Strategy for Patient with Learning Disabilities and Autism – to receive and approve the progress being made on implementing the Trust's action plan, presented by Natalie Forrest, Director of Nursing
Item 19 (P)	3.00	Supervisors of Midwives Annual Report – to receive the 2011/12 report, introduced by Natalie Forrest, Director of Nursing and presented by Cathy Hamilton, Supervisor of Midwives and Deborah Trollope, Supervisor of Midwives

- Item 20 (P) **Safeguarding Annual Report – to receive** the 2011/12 report, **presented by** Natalie Forrest, Director of Nursing
- Item 21 (P) **Deanery Issues – to receive and approve** the progress being made on implementing the Trust's action plan, **presented by** Patricia Duncan, Company Secretary **on behalf of** Dr Colin Johnston, Director of Patient Safety, Medical Director

Reports on External Scrutiny Visits

None to report

Sub Committee Reports

- Item 22 (P) **To receive** a report from the Chair of the **Integrated Risk and Governance Committee** on the meeting held on 12 July
- Item 23 (P) **To receive** a report from Chris Green, Chair of the **Finance Committee** on the meeting held on 12 July
- Item 24 (O) **To receive** an oral report from Sarah Connor, Chair of Audit Committee on the special meeting held on 6 June 2012
- Item 25 (P) **To receive a** report from Katharine Charter, Chair of the Remuneration Committee on the meeting held on 6 June 2012

Patient Safety

- Item 26 (O) Patient Safety – **to identify** any potential issues relating to patient safety arising either from decisions taken at this meeting or as a result of current activities within the Trust
- Item 27 (O) Local Involvement Networks (LINKs) – **to invite** Kenneth Apel, the representative of LINKs, **to comment on** matters before the Board or other issues of concern to LINKs.

Links are independent networks made up of individuals and community groups who work to improve local health and social care services.

Concluding Items

- Item 28 (O) **Feedback from site visits by Board members**
- Item 29 (O) **Any other business**
- Item 30 (O) **Questions from the public – to receive and respond** to oral questions from members of the public present at the meeting that relate to the business of the meeting
- Item 31 **Dates of future meetings:**
- 2012
25 September 2012 – Annual General Meeting, Beechen Road Church Hall
27 September 2012 – Watford General Hospital
29 November 2012 – Watford General Hospital