

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

**Thursday 29<sup>th</sup> November 2012**

**Lecture Theatre 1, Medical Education Centre, Watford General Hospital  
at 09.00 hrs**

Apologies should be conveyed to the Company Secretary Patricia Duncan  
[patricia.duncan@whht.nhs.uk](mailto: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>

**Part 1**

**Opening Items**

**09.00 hrs \*note new starting time for Part 1\***

- Item 1/12**      **Chairman's Welcome**
- Item 2/12**      **Apologies**  
***to receive* apologies for non-attendance at the meeting from:**  
Katharine Charter, NED  
Anna Anderson, Director of Finance
- Item 3/12**      **Declarations of Interests**  
***to note*** any declarations of interests pertinent to matters for discussion at this meeting.
- Item 4/12 (P)**   **Minutes of the previous meeting**  
***to approve*** and sign the **minutes of the meeting** held on 27 September 2012
- Item 5/12 (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:
- Item 6/12 (P)**   **Chief Executive's Report - *to receive*** a report from Natalie Forrest, Interim Chief Executive

**Strategic Issues**

- Item 7/12 (P)**   **Foundation Trust - *to approve*** an updated application timeline ***presented by*** Elizabeth Rippon, Director of Communications
- Item 8/12 (P)**   ***To receive*** a report from the Chair of the **Integrated Risk and Governance Committee** on the meeting held on 8 November 2012
- Item 9/12 (O)**   ***To ratify*** the Trust's **Risk Management Strategy**, as approved by the Integrated Risk and Governance Committee at the meeting held on 8 November 2012, ***presented by*** Patricia Duncan, Company Secretary

- Item 10/12 (P) Board Assurance Framework - *to receive and approve*** risks and mitigations as recorded on the Board's Assurance Framework summary ***presented by*** Dr Colin Johnston, Director of Patient Safety, Medical Director **(P)**
- Item 11/12 (P) Annual Plan – Mid Year Review *to approve*** a report on progress, including Corporate Objectives, ***presented by*** Paul Jenkins, Director for Partnerships
- Item 12/12 (P) *To receive*** report from Chris Green, Chair of the **Strategy Committee** on the meeting held on 15<sup>th</sup> November 2012
- Item 13/12(P) Clinical Strategy & Infrastructure Strategy – Strategic Reconfiguration – *to receive*** a report on progress from Louise Gaffney, Director of Strategy and Infrastructure

#### **Performance Assurance Reports**

- Item 14/12 (P) Finance Report – *to receive*** a report from the Director of Finance, presented by the Deputy Director of Finance
- Item 15/12 (P) Integrated Performance Report**, together with **PMR self certification – *to review*** the integrated performance report, incorporating nursing quality indicators, progress against Business Plan and **note current performance and approve the PMR Self Certification *presented by*** Paul Jenkins, Director for Partnerships
- Item 16/12 (P) *To receive*** a report from Chris Green, Chair of the **Finance Committee** on the meeting held on 8 November 2012
- Item 17/12 (P) Patient Experience – An Overview of local and national outcomes *presented by*** Maxine McVey, Interim Director of Nursing
- Item 18/12 (P) Patient Experience – Briefing on Health Service Ombudsman's Annual Report *presented by*** Maxine McVey, Interim Director of Nursing
- Item 19/12 (P) Implementing Re-Validation for Doctors *to receive*** a report on progress from Dr Colin Johnston, Medical Director
- Item 20/12 (P) Harm Free Care Report *to receive*** a report from Maxine McVey, Interim Director of Nursing
- Item 21/12 (P) Infection Control Report *to receive*** a report ***presented by*** Colin Johnston, Medical Director
- Item 22/12 (P) Serious Incident Summary – *to receive*** a summary of Serious Incidents reported since the previous meeting, ***presented by*** Dr Colin Johnston, Director of Patient Safety, Medical Director
- Item 23/12 (P) *To receive*** a report from Sarah Connor, Chair of **Audit Committee** on the meeting held on 8 November 2012

#### **Reports on External Scrutiny Visits**

none

## **Patient Safety**

**Item 24/12 (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 25/12 (O)** Local Involvement Networks (LINKs) – **to invite** Kenneth Appel, 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 26/12 (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 27/12** **Dates of future meetings:**

**2013 \*all public meetings now start at 10h00\***

31<sup>st</sup> January – St Albans Hospital  
28<sup>th</sup> March - Watford General Hospital  
30<sup>th</sup> May – Hemel Hempstead Hospital  
25<sup>th</sup> July – Watford General Hospital  
26<sup>th</sup> September – Watford General Hospital  
28<sup>th</sup> November – Watford General Hospital