

A MEETING OF THE TRUST BOARD WILL BE HELD IN PUBLIC ON
Thursday 28 November 2013 from 09.30am – 12:00pm
Lecture Theatre 2, Post Graduate Medical Education Centre, Watford General Hospital

Apologies should be conveyed to the Trust Secretary, Georgia Denegri:
georgia.denegri@whht.nhs.uk or call 01923 436272

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 website at:
www.westhertshospitals.nhs.uk.

A G E N D A

Please note that references to (O) relates to an oral item, (P) to a paper being presented and (Pr) to a presentation to be given

Part 1

Opening Items

- | | |
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| Item 74/13 (O) | Chairman's welcome |
| Item 75/13 (O) | Patient's story |
| Item 76/13 (O) | Apologies |
| Item 77/13 | Declaration of interests - <i>to note</i> any declarations of interests pertinent to matters for discussion at this meeting |
| Item 78/13 (P) | Minutes of the previous meeting - <i>to approve</i> and sign the minutes of the meeting held on 26 September 2013 |
| Item 79/13 (O) | Matters arising from the minutes - <i>to note</i> any matters arising from the minutes not taken elsewhere on the agenda. |
| Item 80/13 (P) | Action log – <i>to note</i> position with actions agreed during the meeting held on 26 September 2013 |

Item 81/13 (P) **Chief Executive's update** – *to note* the report from Samantha Jones, Chief Executive.

Patient safety and quality

Item 82/13 (P) **Risk summit response plan** – *to receive* a report from Samantha Jones, Chief Executive, on the work risk summit work programme

Item 83/13 (P) **Infection prevention and control performance report and action plan** – *to review* the current performance report and *note* the progress being made with the action plan presented by Jackie Ardley, Interim Chief Nurse & Director of Infection, Prevention and Control.

Item 84/13 (P) **Safeguarding training** - *to note* the report presented by Jackie Ardley, Interim Chief Nurse & Director of Infection, Prevention and Control on current assurance in relation to safeguarding training.

Item 85/13 (P) **Hearing the voice of people who use our services update** – *to note* the report presented by Jackie Ardley, Interim Chief Nurse, on the work being undertaken across the Trust to listen patients

Item 86/13 (P/Pr) **Emergency care and winter plan** – *to note* the report presented by Bernie Bluhm, Interim Chief Operating Officer, on the actions taken to plan for winter

Item 87/13 (P) **Vascular service** – *to agree* the proposals presented by Bernie Bluhm, Interim Chief Operating Officer

Item 88/13 (P) **Referral to treatment recovery plan** – *to receive* a report from Bernie Bluhm, Interim Chief Operating Officer, on the actions being taken to achieve the 18 week referral to treatment requirements

Item 89/13 (P) **Care Quality Commission (CQC) surveillance report** – *to note* the report from Dr Mike Van Der Watt, Medical Director, on the changes to the CQC surveillance arrangements and the most recent intelligence monitoring report for the Trust

Item 90/13 (P) **Serious incidents summary report** - *to review* a summary of Serious Incidents reported since the last meeting, presented by Dr Mike Van Der Watt, Medical Director

Item 91/13 (P) **Board assurance framework** – *to receive* a report from Dr Mike Van Der Watt, Medical Director, on the current Board assurance framework

Performance

Item 92/13 (P) **Integrated performance report** – *to review* the report on key performance indicators and areas of concern, presented by Paul Jenkins, Director of Partnerships & Performance.

Item 93/13 (P) **Finance report** - *to review* a report presented by Malcolm Dennett, Interim Director of Finance.

Strategic direction

Item 94/13 (O) **Clinical strategy** – *to receive* an update on progress from Louise Gaffney, Director of Strategy and Infrastructure

Item 95/13 (P) **Governance report** - *to note* the report presented by Antony Tiernan, Director of Corporate Affairs and Communications following ratification of the terms of reference for the new Trust Groups.

Item 96/13(P) **Organisational development programme** – *to note* the report presented by Louise Gaffney, Director of Strategy and Infrastructure on progress made

Item 97/13(P) **2014 Timetable** – *to agree* the proposed timetable presented by Antony Tiernan, Director of Corporate Affairs and Communications

Subcommittee minutes

Item 98/13 (P) **Board subcommittee minutes of meetings since last Board**

98.1/13 Patient Safety Quality and Risk Committee

98.2/13 Workforce Committee

98.3/13 Audit Committee

98.4/13 Trust Leadership Executive Committee

Public involvement

Item 99/13 (O) Healthwatch – *to invite* Healthwatch *to comment* on matters before the Board

Concluding items

Item 100/13 (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*

Dates of next meeting 30 January 2014
all public meetings now start at 09.30hrs

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