

TRUST BOARD MEETING IN PUBLIC

AGENDA

03 December 2015 at 9.30am – 12.00noon

Lecture Theatre 2, Medical Education Centre, Watford Hospital

Apologies should be conveyed to the Trust Secretary, Jean Hickman on
jean.hickman@whht.nhs.uk or call 01923 436 283

Time	Item ref	Title	Objective	Previously presented	Lead	Paper or verbal
9.30	01/32	Opening and welcome	To note	N/A	Chair	Verbal
	02/32	Report from the surgical division on improvements to the fractured neck of femur pathway	To receive	N/A	Medical Director	Present ation
OPENING						
9.50	03/32	Apologies for absence: Jane Shentall	To note	N/A	Chair	Verbal
	04/32	Declaration of interests <i>If a member of the Board has an interest in any item on the agenda, if which they may gain a pecuniary or other advantage, they must declare it at the meeting, and if necessary withdraw from that item.</i>	To note	N/A	Chair	Paper and verbal
	05/32	Minutes of the meeting held on 05 November 2015	For approval	N/A	Chair	Paper
	06/32	Board action log and matters arising from meeting held on 05 November 2015	To note	N/A	Chair	Paper
10.00	07/32	Chairman's report	To note	N/A	Chair	Verbal
10.10	08/32	Chief Executive's report	To note	N/A	Chief Executive	Paper
PERFORMANCE						
10.20	09/32	Integrated performance report – month 7	To note	Finance and Performance Committee	Deputy Chief Executive	Paper
SAFE, EFFECTIVE CARE (BAF RISK 1)						
10.35	10/32	Quality Improvement plan update	For information and assurance	N/A	Director of Strategy and Corporate Services	Paper

10.50	11/32	Bi-annual nursing and midwifery establishment review	For information and assurance	Safety and Quality Committee	Chief Nurse	Paper
10.55	12/32	Patient and public involvement update	To note	Safety and Quality Committee	Chief Nurse	Paper
11.00	13/32	Serious incident summary update – month 6 & 7	For information and assurance	N/A	Medical Director	Paper
11.05	14/32	Safety and Quality Committee a. Chair's report of meeting: 24 November 2015 b. Ratified minutes of 22 September 2015	For information	Safety and Quality Committee	Committee Chair	Paper
RETAIN AND ENGAGE WORKFORCE (BAF RISK 2)						
11.10	15/32	Workforce Committee a. Ratified minutes of 22 September 2015	For information	Workforce Committee	Committee Chair	Paper
DELIVER AND MAINTAIN PERFORMANCE & BUSINESS CONTINUITY (BAF RISKS 5 & 6)						
11.15	16/32	Operational update	To note	N/A	Deputy Chief Executive	Paper
	17/32	Winter planning report	For information and assurance	N/A	Director of Operations (Unscheduled care)	Paper
ACHIEVE FINANCIAL VIABILITY (BAF RISK 7)						
11.25	18/32	Finance report – month 7	For information and assurance	Finance and Performance Committee	Chief Financial Officer	Paper
11.35	19/32	Finance & Performance Committee a. Chair's summary of meeting: 24 November 2015 b. Ratified minutes of the meeting: 27 October 2015	For information	Finance and Performance Committee	Committee Chair	Paper
GOVERNANCE						
11.40	20/32	Update on Board Assurance Framework	For approval	All Committees	Director of Strategy and Corporate Services	Paper
	21/32	Trust Development Authority governance declaration – month 8	For approval	N/A	Director of Strategy and Corporate Services	Paper

11.45	22/32	Integrated Risk and Governance Committee a. Chair's report of meeting: 1 December 2015	For information	Integrated Risk and Governance Committee	Committee Chair	Verbal
ANY OTHER BUSINESS						
	23/32	Any other business previously notified to the Chairman	N/A	N/A	Chair	Verbal
QUESTION TIME						
11.50	24/32	Questions from Hertfordshire Healthwatch	To receive	N/A	Chair	Verbal
	25/32	Questions from our patients and members of the public	To receive	N/A	Chair	Verbal
ADMINISTRATION						
	26/32	Draft agenda for Trust Board Meeting to be held on: 07 January 2015	To approve	N/A	Chair	Paper
12 noon	27/32	Date of the next Trust Board Meeting in public: 07 January 2015. Medical Education Centre, Watford Hospital	To note	N/A	Chair	Verbal



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