

TRUST BOARD MEETING IN PUBLIC

AGENDA

05 November 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
		Opening and welcome	To note		Chair	Verbal
		Patient story	To receive		Chief Nurse	Verbal
		Apologies for absence	To note		Chair	Verbal
		Declaration of interests <i>If a member of the Board has an interest in any item on the agenda, of 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		Chair	Paper and verbal
		Minutes of the meeting held on 01 October 2015	For approval		Chair	Paper
		Board action log and matters arising from meeting held on 01 October 2015	To note		Chair	Paper
		Chairman's report	To note		Chair	Verbal
		Chief Executive's report	To note		Chief Executive	Paper
STRATEGY						
		Strategy update			Director of Strategy and Corporate Affairs	Paper
		Stroke services update			Director of Strategy and Corporate Affairs	Paper
		Strategic outline case for theatres and vascular service			Director of Strategy and Corporate Affairs	Paper

		Report on winter planning			Director of Operations (Unscheduled Care)	Paper
PERFORMANCE						
		Integrated performance report – month 6 a) Operational recovery plan			Deputy Chief Executive	Paper
PATIENT EXPERIENCE						
		Nursing and midwifery safe staffing report – month 6 a. Bi-annual establishment review b. Establishment review of Accident and emergency levels and adult inpatient areas			Chief Nurse	Paper
		Serious incident summary update – month 6			Medical Director	Paper
		Infection control annual report			Chief Nurse	Paper
		Patient led assessments of the care environment (PLACE) report			Director of Environment	Paper
		Health and safety report			Director of Environment	Paper
WORKFORCE						
		Workforce Committee a. Chair's report of meeting: 27 October 2015 b. Ratified minutes of meeting: 22 September 2015	For information		Committee Chair	Paper
FINANCIAL VIABILITY						
		Finance report – month 6			Chief Financial Officer	Paper
		Finance & Performance Committee a. Chair's summary of meeting: 27 October 2015 b. Ratified minutes of the meeting: 23 September 2015	For information		Committee Chair	Paper
COMMUNICATIONS						
		Stakeholder engagement strategy and framework	For approval		Director of Communications	Paper

GOVERNANCE AND LEADERSHIP						
		Trust Development Authority governance declaration – month 7	For approval		Director of Strategy and Corporate Services	Paper
		Board and Committee dates 2016/17	For approval		Trust Secretary	Paper
		Integrated Risk and Governance Committee a. Chair's report of meeting: 27 October 2015 b. Ratified minutes of meeting: 29 September 2015	For information		Committee Chair	Paper
ANY OTHER BUSINESS						
		Any other business previously notified to the Chairman	N/A		Chair	Verbal
QUESTION TIME						
		Questions from Hertfordshire Healthwatch	To receive		Chair	Verbal
		Questions from our patients and members of the public	To receive		Chair	Verbal
ADMINISTRATION						
		Draft agenda for Trust Board Meeting to be held on: 3 December 2015	To approve		Chair	Paper
		Date of the next Trust Board Meeting in public: 3 December 2015 in the Medical Education Centre, Watford Hospital	To note		Chair	Verbal



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