

## TRUST BOARD MEETING IN PUBLIC AGENDA

04 May 2017 at 9.30am – 12.00noon

Lecture Theatre, Postgraduate Medical Centre, St Albans City Hospital

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

Agenda item: 22/47

Item ref	Title	Objective	Previously presented	Lead	Paper or verbal
01/48	Opening and welcome	To note	N/A	Chair	Verbal
02/48	Healthwatch presentation	To receive	N/A	Chief Nurse	Presentation
<b>OPENING</b>					
03/48	Apologies for absence	To note	N/A	Chair	Verbal
04/48	Conflicts of interests	To note	N/A	Chair	Paper
05/48	Minutes of the meeting held on 06 April 2017	For approval	N/A	Chair	Paper
06/48	Board action log from 06 April 2017 and previous meetings and decision log	To note	N/A	Chair	Paper
07/48	Chair's report	To note	N/A	Chair	Paper
08/48	Chief Executive's report	To note	N/A	Chief Executive	Paper
<b>PERFORMANCE</b>					
09/48	Integrated performance report – month 12	To note	Trust Executive Committee	Chief Operating Officer	Paper
10/48	Quality improvement plan	For information	Trust Executive Committee	Chief Nurse/ Chief Information Officer	Paper
<b>SAFE EFFECTIVE CARE (BAF RISK 1)</b>					
11/48	Outpatient department staff skills mix report	To note		Chief Nurse	Paper
12/48	Bi-annual patient experience and engagement update	To note		Chief Nurse	Paper
13/48	Learning from deaths report	To note		Medical Director	Paper
14/48	Infection prevention and control update	To note		Chief Nurse	Paper

RETAIN AND ENGAGE WORKFORCE (BAF RISK 2)					
15/48	Workforce strategy update	To note	Patient and Staff Experience Committee	Director of Human Resources and Organisational Development	Paper
16/48	National staff survey results	To note	Patient and Staff Experience Committee	Director of Human Resources and Organisational Development	Paper
17/48	Medical training survey report	To note	Patient and Staff Experience Committee	Medical Director/ Associate Medical Director for Education	Paper
DEVELOP A LONG TERM STRATEGY (BAF RISK 9)					
18/48	Strategy update	To note	Trust Executive Committee	Deputy Chief Executive	Paper
19/48	Business case for car parking solutions	For approval	Trust Executive Committee	Deputy Chief Executive/ Director of Environment	Paper
20/48	Stakeholder engagement strategy	For approval	Trust Executive Committee	Director of Communications/ Deputy Chief Executive	Paper
GOVERNANCE					
21/48	Board assurance framework update	For information and assurance		Deputy Chief Executive	Paper
22/48	Review of the terms of reference and work plans for Committees	For information and assurance	Trust Executive Committee	Deputy Chief Executive	Paper
COMMITTEE REPORTS					
23/48	Assurance report from Finance and Investment Committee	For information and assurance	Finance and Investment Committee	Committee Chair/ Chief Financial Officer	Paper
24/48	Assurance report from Audit Committee	For information and assurance	Audit Committee	Committee Chair/Chief Financial Officer	Paper
25/48	Assurance report from Safety and Compliance Committee	For information and assurance	Safety and Compliance Committee	Committee Chair/Medical Director	Paper

26/48	<b>Assurance report from Patient and Staff Experience Committee</b>	For information and assurance	Patient and Staff Experience Committee	Committee Chair/Director of Workforce and Organisational Development	Paper
<b>ANY OTHER BUSINESS</b>					
27/48	<b>Any other business previously notified to the Chairman</b>	N/A	N/A	Chair	Verbal
<b>CORPORATE TRUSTEE</b>					
28/48	<b>Charitable funds strategy</b>	For approval	Charitable Funds Committee		Paper
<b>QUESTION TIME</b>					
29/48	<b>Questions from Hertfordshire Healthwatch</b>	To receive	N/A	Chair	Verbal
30/48	<b>Questions from our patients and members of the public</b>	To receive	N/A	Chair	Verbal
<b>ADMINISTRATION</b>					
31/48	<b>Draft agenda for next Trust Board meeting</b>	To approve	N/A	Chair	Paper
32/48	<b>Date of the next Trust Board meeting in public: 01 June 2017, Terrace Executive Meeting Room, Spice of Life Restaurant, Watford Hospital</b>	To note	N/A	Chair	Verbal



[www.westhertshospitals.nhs.uk](http://www.westhertshospitals.nhs.uk)



[www.facebook.com/WestHertsNHS](https://www.facebook.com/WestHertsNHS)



[www.twitter.com/WestHertsNHS](https://www.twitter.com/WestHertsNHS)