

A MEETING OF THE TRUST BOARD WILL BE HELD IN PUBLIC ON  
22 January 2009

Medical Education Centre  
Watford General Hospital  
At 11.00 am

Apologies should be conveyed to the Trust Secretary David McNeil (01442 287609 or david.mcneil@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>, collected from the Trust Offices or at the meeting.

## AGENDA

### Part 1

#### Opening Items

- |                                   |   |                        |
|-----------------------------------|---|------------------------|
| <b>01/09</b><br><i>5 minutes</i>  | <b>Chairman's Welcome</b>   |                        |
| <b>02/09</b>                      | <b>Apologies</b><br>to receive apologies for non-attendance at the meeting  |                        |
| <b>03/09</b>                      | <b>Declarations of Interests</b><br>to note any declarations interests raised on matters for discussion at this meeting and to approve the current listed declarations.   | <b>to approve</b>      |
| <b>04/09</b><br><i>5 minutes</i>  | <b>Minutes Of The Previous Meeting</b><br>to approve and sign the minutes of the meeting held on 18 December 2008   | <b>to approve</b>      |
| <b>05/09</b><br><i>5 minutes</i>  | <b>Matters Arising From The Minutes</b><br>to consider any matters arising from the minutes not taken elsewhere on the agenda and to receive a report of appropriate actions taken since the previous meeting – | <b>to note action</b>  |
| <b>06/09</b><br><i>10 minutes</i> | <b>Chief Executive's Report</b><br>to receive a verbal report from Jan Filochowski, Chief Executive   | <b>for information</b> |

#### Operational Performance

- |                                   |   |                       |
|-----------------------------------|---|-----------------------|
| <b>07/09</b><br><i>30 minutes</i> | <b>Performance Report</b><br>to receive from Jan Filochowski, Chief Executive, a report on the Trust's current performance against national and local targets | <b>for discussion</b> |
|                                   | <ul style="list-style-type: none"><li><b>Self Certification</b> - to note the governance reports sent to the SHA for November</li></ul>                       | <b>for approval</b>   |
| <b>08/09</b><br><i>30 minutes</i> | <b>Financial Report</b><br>to receive an update from Margaret Ashworth, Director of Finance on the current financial position of the Trust                    | <b>for discussion</b> |
| <b>09/09</b>                      | <b>Budget 09/10 update</b> to receive a budget update report from Margaret Ashworth, Director Finance.  | <b>for discussion</b> |

- 10/09**  
15 minutes      **Infection Control – In Month Performance Monitoring**  
to receive a report from Professor Graham Ramsay, Medical Director and Director of Infection and Prevention Control on current performance **for discussion**
- 11/09**      **Mandatory Training** – to receive a paper from Sarah Childerstone, Director of Workforce that provides the Board with an update on the assurance process regarding the monitoring of mandatory training compliance. **for discussion**
- 12/09**      **Update on Decontamination Consortium** – p to receive a paper from Professor Graham Ramsay that provides and update on the decontamination project. **for discussion**
- 13/09**      **Healthcare Commission Hygiene Code Inspection and Care Quality Commission Registration** – to receive a paper from Professor Graham Ramsay outlining the results of the recent Healthcare Inspection visit on compliance with the Hygiene code and the registration with the Care Quality Commission **for approval**
- 14/09**      **Privacy & Dignity Progress Report** – to receive a report from Gary Etheridge, Director of Nursing that highlights the key Privacy & Dignity initiatives which have been implemented Trust wide since the last Board report. **for discussion**
- 15/09**      **Safeguarding Vulnerable Adults Progress Report** to receive a paper from Gary Etheridge, Director of Nursing, on the recent progress of delivering the Safeguarding Children Agenda within the organisation
- 16/09**      **Safeguarding Children Progress Report** to receive a paper from Gary Etheridge, Director of Nursing, on the recent progress of delivering the Safeguarding Children Agenda within the organisation.
- 17/09**      **Complaints Annual Report 2007 08** to receive a report from Gary Etheridge, Director of Nursing outlining the formal complaints received in the Trust during the period April to March 2007/2008.

### **Strategic Issues**

- 18/09**  
10 minutes      **Progress on the move of acute services to Watford General Hospital –**  
to receive a report from Lindsay Macintyre, Director of Service Improvement on the latest position regarding the Delivering a Healthy Future project in relation to the AAU. **for discussion**
- 19/09**      **Business Case for a Scheme to Upgrade the Theatres at Watford General Hospital** – to receive a paper from Russell Harrison, Director of Delivery

### **Items for Noting**

**This items will be taken without comment unless members which to raise particular concerns**

- 20/09**      **Implementation of the IT Strategy** – to receive a paper from Nick Evans, Director for Partnerships that summarises the proposed programme of work for 2009/10 to support the trust business plan, national requirements in respect of IT and audit recommendations.
- 21/09**      **Cancer Targets** – to receive a paper from Nick Evans, Director for Partnerships on the implementation and monitoring of new cancer targets.

## **Concluding Items**

- 22/08**            **Urgent Business**  
(Admissible only with the consent of the Chairman given prior to the meeting)
- 23/08**            **Questions from The Public**  
to receive and to respond to oral questions from members of the public present at the meeting that relate to the business of the meeting.
- 24/08**            **Date of next meeting**  
The next full Public Board meeting will be on Thursday 19 March 2009 11.00 am in the lecture theatre in the Post Graduate Centre at St Albans City Hospital.