

Item: 08/129
Doc: 1

MEETING:
Trust Board, Wednesday 17 September 2008

TITLE:
Minutes of the Trust Board meeting of 16 July 2008

SUMMARY:

Attached are the minutes of the Trust Board meeting held on 16 July 2008

ACTION: For information and agreement

REPORT FROM: Mary Field, PA to Directors

Financial Validation Lead: Director of Finance	Not applicable
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Compliance with statute, directions, policy, guidance Lead: All directors	Not applicable
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Compliance with Healthcare Commission Core/Developmental Standards Lead: Director of Nursing and Clinical	Reference: Not applicable
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Compliance with Auditor's Local Evaluation standards (ALE) Lead: Director of Finance	Reference: Not applicable
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Compliance with requirements of FT application and monitoring regime Lead: Director of Strategy and Performance	Reference: Not applicable
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The minutes of the Whittington Hospital Trust Board meeting held on
Wednesday 16 July at 13.00 hrs in the Post Graduate Centre, Whittington Hospital

Present	Joe Liddane David Sloman Susan Sorensen Margaret Boltwood Kate Slemeck Richard Martin Philip Ient Siobhan Harrington Celia Ingham Clark Veronica Shaw Edward Lord Anna Merrick Robert Aitken Anne Johnson	Chairman Chief Executive Director of Strategy and Performance Director of Human Resources Director of Operations Director of Finance Director of Facilities Director of Primary Care Medical Director Assistant Director of Nursing (for Deborah Wheeler) Deputy Chairman Non Executive Director Non Executive Director Non Executive Director
In attendance	Helena Kania Tim Jaggard	Acting Chair Haringey Health & Social Care LINK Assistant Director of Finance
Minute taker	Mary Field	PA to Directors

08/112 Apologies for Absence Action

08/112.1 Maria Duggan, Non Executive Director
Deborah Wheeler, Director of Nursing and Clinical Development

08/113 Declarations of Interests

08/113.1 None

08/114 Minutes of the meeting of 18 June 2008

08/114.1 The minutes were agreed as an accurate record subject to the following amendments:

Delete Siobhan Harrington from list of those present and add her name to Apologies for Absence

08/104.1 Annual Accounts for year ended 31 March 2008

Add: "The Annual Accounts for year ended 31 March 2008 were adopted by the Board"

08/114.2 **Matters arising**

08/114.3 None

08/115 Chief Executive Report

08/115.1 David Sloman's "good news story" happened that morning when he

witnessed a woman giving birth in a car behind the Jenner Building, attended by midwives from the Trust. **Action**

08/115.2 David Sloman advised the Board that he had received verbal feedback from the Healthcare Commission visit on 14 July to collect evidence against 5 core standards that no problems had been found. He commented that this provided reassurance of the Trust's self validation processes. The Trust should receive a draft report for fact checking within two weeks and the final report by the end of October.

08/115.3 David Sloman reported that fundraising for Building for Babies raised £150k last month including a successful showing of Mamma Mia! and is near to reaching its £600k target.

08/115.4 The Board noted the report

08/116 Maternity and NICU service development progress report

08/116.1 Susan Sorensen updated the Board on progress. Additional funding of £500k has been secured from Islington PCT for 2008/09 and discussions are continuing on funding for future years. Plans to relocate the current Maternity Day Unit to the old Endoscopy ward are underway with an anticipated opening date of mid August. The anticipated on-site start date for the Midwifery-led Birthing unit is September 2008 with completion in March 2009.

08/116.2 Concerns were raised by a non executive director about competition from the Royal Free Hospital. David Sloman responded that discussions are taking place and it is understood that the Royal Free intends to grow capacity in its existing catchment area.

08/116.3 Concerns were raised by non-executive directors about sources of funding for phase 2. David Sloman responded that the Health Authority is considering options on maternity capacity in north London and the Trust would have an opportunity to secure funding if it had an existing proposal.

08/116.4 The Board noted progress on phase 1a

08/116.5 The Board confirmed the decision to develop the detailed analysis for phase 1b to incorporate in the Integrated Business Plan (IBP).

08/116.6 The Board confirmed its support for the appraisal of options to achieve a longer term solution for the development of facilities to accommodate 4,700 maternity deliveries per annum and associated neonatal care

08/117 National In-patient Survey and Action Plan

08/117.1 Siobhan Harrington informed the Board that the Trust had been rated Red overall in the national in-patient survey, which places it in the lowest 20% of trusts nationally. She commented that if the scores are adjusted to reflect the Trust's patient profile the Trust appears higher in national ranking.

08/117.2 She said that the Trust needs to address the particular needs of its patients regarding delivery of care as it was rated red on the three most relevant questions in the survey:

- *Overall, how would you rate the care you received?*
- *Overall, did you feel you were treated with respect and dignity while you were in the hospital?*
- *Were you involved as much as you wanted in the decisions about your care?*

08/117.3 The Board discussed the need to improve communication between staff and patients, particularly those where English is not their first language, and how to get good feedback from patients. Training has been set up for consultants to teach junior doctors how to improve communication with patients from diverse backgrounds.

08/117.4 Siobhan Harrington advised the Board that a detailed strategy paper and implementation plan would be brought to the September Board meeting

SH

08/117.5 The Board noted the report.

08/118 Dashboard report

08/118.1 Susan Sorensen presented a report on progress made following the NED/ED working groups.

08/118.2 The Board noted the report and the Trust performance outlined in each of the domains.

08/119 Financial report

08/119.1 Richard Martin presented the finance report. He reported a deficit in month 3 (June 2008) of £370k, bringing the deficit to date to £790k against a planned deficit of £420k. Service Level Agreement performance is £473k above plan due to increased activity from the three main Primary Care Trusts but this is offset by underachievement by the Day Treatment Centre and Cost Improvement Programme (CIP). It was noted that the SLA performance was based on actuals for month 1 and 2, but plan for month 3 as this information is always one month in arrears due to clinical coding timescales. The pay budget is overspent because of higher costs for temporary staff and staff numbers are 25 above establishment.

08/119.2 Richard Martin said that corrective action had been discussed by the Executive Committee. Directors have reviewed each CIP scheme and are confident that the target is achievable although an increased level of patient activity may impact on the planned ward closure programme. There is a robust control system in place to minimise temporary staffing by requiring authorisation at director level.

08/119.3 In response to question about why the Trust was 25 above establishment Richard Martin said that sickness, maternity leave and a higher than planned level of activity contributed to the overspend in the pay budget.

08/119.4 Non executive directors raised concerns at the variance in the budget and questioned the assumptions made in the original forecasts. Richard Martin responded that assumptions included in the IBP were derived from information from Monitor and the Health Authority. He noted that subsequent

late changes in government policy had caused inflation in pay costs, which could not have been foreseen. He informed the Board that the process of collecting cost pressures for the forecast had been tightened up.

Action

08/119.5 Non executive directors asked for details of the CIP to be brought to the next Board meeting **RM**

08/119.6 David Sloman asked the Board to note that accountability for delivery of the financial plan rests with directors, not with the finance director.

08/119.7 The Board noted the current financial position and the action being taken on the evaluation of cost pressures and assessment of financial risks and their impact.

08/120 Infection Control Report

08/120.1 Veronica Shaw presented the report to the Board. The DoH has increased the Trust's 2008/09 trajectory for MRSA to a maximum of 15 – the Trust has 7 cases to date. The trajectory for *clostridium difficile* has been increased to a maximum of 124 – the Trust has 20 cases to date.

08/120.2 The Board noted the report

08/120.3 The Board noted the Healthcare Associated Infections Observations of Care report dated 16 May 2008

08/121 NHS London Provider Performance – 2007/08 outturn

08/121.1 The Board noted the report

08/122 Report from the Foundation Trust Programme Board

08/122.1 Susan Sorensen informed the Board that significant progress has been made on the recommendations in the KPMG due diligence assessment. A report is due on the Fitness for Purpose review of the Finance Department. Work on the development of the revised Long Term Financial Model (LTFM) is nearing completion and the revised LTFM will be presented to the September Board meeting **SS**

08/122.2 The Board noted the report

08/122.3 **The Board agreed that a recommendation on the decision to seek Foundation Trust authorisation should be brought to September Trust Board** **SS**

08/123 Audit Committee – Minutes of meeting on 10 June 2008

08/123.1 **08/001 Apologies for Absence**
Edward Lord and Anne Johnson asked for their names to be added **SS**

08/123.2 The Board noted the report

08/124 Any other urgent business

08/124.1 None

08/125 Opportunity for questions from the floor on matters considered by the Board

08/125.1 None

08/126 Date of next Trust Board meeting:
17 September, 2008 at 1300 in the Trevor Clay Centre room 1,
Whittington Hospital NHS Trust

SIGNED..... (Chairman)

DATE.....