

ITEM: 09/139
Doc: 02

MEETING:

Trust Board 18 November 2009

TITLE:

Executive committee Report

SUMMARY:

The executive committee has met weekly since the last Trust Board meeting in September.

The report covers

- key issues with regard to standing items
- other issues;
- news to which the Board's attention is drawn

Overall it has continued to be very busy with discussions on strategy, alongside dealing with operational issues within the Trust.

This is the 2nd report and EC would welcome feedback on the format and usefulness of the content to the Board as this will be incorporated into the next report.

ACTION: For discussion and information.

REPORT FROM: Rob Larkman – Chief Executive Officer

Executive Committee Report to the Trust Board November 2009

The Executive Committee has met weekly since the last Board meeting. This report summarises the key topics discussed at the September, October and November meetings. This report does not include every item that was discussed at the meetings, the most significant are presented separately to Trust Board as substantive items.

1. Standing Items

On a weekly basis there are a core group of items discussed. The following summarises the work of the Committee over the last 8 weeks.

Finance

The monthly position was reviewed and scrutinized in detail on 'Super Tuesday' (the monthly EC meeting reviewing all the information available regarding finance, including all spend and activity income).

Over the last two months the Committee has also had to respond to changes in arrangements regarding accounting (due to the implementation of International Financial Reporting Standards), tariff and PCT/SHA behaviours that are endeavouring to bring the health economy to financial balance.

In the past month EC has focused on reviewing the performance of the Top 25 overspending areas in the Trust. CIP performance is also reviewed regularly and plans for next year's CIP are in development.

HR flash

A flash report is examined on a weekly basis reviewing people in post versus establishment and bank and agency usage. The report covers overall Trust information and then by our 4 key areas of the Emergency Department; Maternity; Theatres and ITU.

Elective activity

A report on actual activity against plan being delivered in the Day Treatment Centre is reviewed. Key issues in the last two months include:-

- surgical capacity
- orthopaedic activity and a spinal surgery post
- ENT daycases

Current performance is 7% below activity and financial plan. Mitigations are in place and under constant review.

Infection control

Performance on MRSA bacteraemia remains excellent with no cases in the Trust since the last Board meeting and for over 200 days.

There has only been one case of Clostridium Difficile acquired within the hospital in the last three months.

The Trust is being viewed as an exemplar and has been asked to share our experience with other Trusts.

Provider landscape

The EC discusses the latest developments in the provider landscaper review work. This includes considering the work of the North Central London service organisation and review.

Pandemic flu

There have been extensive weekly discussion and the detail is in the full Board paper. Vaccination programmes for seasonal and H1N1 flu are underway.

2. Other items

54 other items have been discussed alongside the standing items. Discussion and decisions have been made in the following areas:-

2.1 Strategy

- NHS Constitution
- GLA Health inequalities strategy

2.2 Operational policies and performance

Operational decisions – active management

- Reinstated 24 hour out of hours GI bleed rota
- Recruitment
- Reinstigation of Upper GI Cancer service at UCLH
- Recruitment plans for nursing and midwifery 2009/10
- Proposal re training and audit half days
- Chairman's blog
- Patient focus groups
- CQC proposed registration fees
- Partnership agreement and time for trade union duties policy
- Internal audit follow up recommendations
- Patient safety walkabouts and findings to date

Business cases approved

- Automated worklists for imaging reporting
- Trauma Audit and Research Network (TARN) business case agreed
- Display energy certificates business case submission

Key policies

The following were agreed:-

- HR policy updates on disciplinary procedures and harassment

- Private practice and overseas patients
- Changes to hours of work and payment of professional registration fees
- Email and internet acceptable use policy
- Sickness absence guidelines

2.3 Governance, risk management and assurance

New risks identified

In line with the risk management strategy, the Trust Board is notified of any new risks that have been added to the trust risk register, through the Executive Committee report.

The Board is asked to note that three new risks have been added to the risk register, as follows:

Directorate	Risk	Raw rating	actions
Trust-wide	problems with standardisation and quality of resuscitation equipment in some areas of the trust	5x4=20 (high)	immediate plan in place to procure new equipment as identified by resuscitation officer. Initial equipment already in place and will be completed by December
Research & Development	MHRA inspection of R&D function; potential for failure to meet required standards	3x4=12 (moderate)	support from external consultant to review all R&D processes ahead of inspection in November 2009
paediatrics	national recall of all Portex paediatric endotracheal tubes. Trust has very limited supply of unaffected tubes and potential increased demand for paediatric intubation during flu pandemic.	5x3=15 (high)	agreed to use affected tubes, but each to be checked before use to ensure it is patent. Supplies sourced from alternative supplier and will be in place by December

Residual risk rating of these newly identified risks will be assessed against mitigations and will be reported to the Audit Committee in January

Submissions agreed

- Pandemic flu planning submission to SHA
- NHSL quarterly performance assurance arrangements

Information received

- Implementing NHS London Revised assessment paperwork for accessing NHS continuing care

- Information governance update
- Staff focus group discussions
- Sickness absence
- MHRA inspection of R&D
- NPSA patient safety report
- Capital programme monitoring and update 9/10
- Draft capital plan 2010/11
- Feedback on CQC standards 08/09
- Staff engagement
- Quality accounts

3. News items to bring to the attention of the Trust Board

CQC rating 2008/9

Every year the Care Quality Commission assesses every Trust in the country across two criteria. They assess the service the hospital provides to patients, summed up as 'quality of services' and how well the budget is managed, called 'quality of financial management.'

For the year 2008-2009 the Trust scored an 'excellent' in financial management and a 'good' in quality of services. Please see appendix 1 for the report.

The Chairman's Forum

The internet is established as the quickest, most convenient text-based method of exchanging information. The chairman's forum (or blog), for which a pilot is to commence between now and the end of November, intends to facilitate the exchanging of ideas between staff across the hospital, identify and arrange, where suitable, a series of subsequent forums to help staff communicate directly within their departments and to raise staff awareness of the chairman by encouraging the use of the internet as a two way communication channel.

The objectives of the Forum are:-

- To raise pertinent issues and distribute key messages with staff and allow them to be discussed through mutual, two way communication exchanges.
- To encourage staff communication, internally, across topics.
- To identify opportunities for staff-administered forums to allow the exchange of information within departments to help refine best work practices.

Deborah Wheeler

Deborah Wheeler, Director of Nursing and Clinical Development, will be leaving the Whittington in December to take up a position at Barking, Havering and Redbridge NHS Trust as Director of Nursing.

Deborah's contributions in her nine years at the Whittington have been of great significance, as a strong leader of nursing she has also been an innovative director. Interim arrangements are currently being agreed and will be announced soon.

Celia Ingham Clark

Celia Ingham Clark has been appointed sd associate medical director for NHS London, working as part of Andy Mitchell's team in implementing Healthcare for London.

This is a two-day-a-week secondment and Celia will continue as the Whittington's medical director on the remaining three days. It has been agreed that David Grant and Caroline Allum will act up on her behalf when she is not here.

This is good for the Whittington as Celia will be in a key position for influencing the hospital's future.

Vanessa Feltz radio show

BBC Radio London broadcast the Vanessa Feltz show live from the hospital on Thursday 12 November from 9am to 12 noon.

The Trust was delighted to be asked by BBC Radio London for this opportunity as the series of outside broadcasts is coming from iconic London buildings such as Victoria station and the Olympic site. Vanessa interviewed staff from many areas of the hospital as well as a grateful patient and a governor. BBC local TV also attended along with local newspapers.

This was excellent publicity for the hospital and its services – the show has 200,000 listeners and with the added news coverage was excellent exposure for the hospital.

GP led health centre bid successful

The Trust has been part of a successful bid to provide a GP led health centre in South Islington, with Ritchie Street Practice. The contract is for 5 years and the Trust is providing the urgent care element of the service.