

**BOARD OF DIRECTORS**

**MINUTES OF THE MEETING HELD ON TUESDAY,  
10<sup>TH</sup> JANUARY 2012 AT 1.15 PM IN THE BOARDROOM**

		<b>Attendance</b>	
Chairman (Chair)	Sir J Sharples	<input checked="" type="checkbox"/>	
Vice Chairman	Mr A Findlay	<input checked="" type="checkbox"/>	
Non Executive Director	Mrs S Dixon	<input checked="" type="checkbox"/>	
Non Executive Director	Mr A Higgins	<input checked="" type="checkbox"/>	
Non Executive Director	Mrs L Carstensen	<input checked="" type="checkbox"/>	
Non Executive Director	Mrs R Hopwood	<input checked="" type="checkbox"/>	
Chief Executive	Mr P Herring	<input checked="" type="checkbox"/>	
Medical Director	Dr V Clough	<input checked="" type="checkbox"/>	
Director of Finance	Mrs Debbie O'Neill	<input checked="" type="checkbox"/>	
Director of Nursing, Quality and Environment	Mrs G Hales	<input checked="" type="checkbox"/>	
Director of Operational Services	Mr T Lynch	<input checked="" type="checkbox"/>	
Director of Human Resources and Organisational Development	Mrs S Young	<input checked="" type="checkbox"/>	
Foundation Trust Secretary	Mr S P Cross	<input checked="" type="checkbox"/>	

**In attendance:**

Mrs C Raggett – Secretary to the Board

Ms J Fogarty – Head of Midwifery/Maternity Pathway Manager Supervisor of Midwives

Mr J O'Grady – Equality and Diversity Manager

01/12     **TO RECEIVE A PRESENTATION ON THE FINDINGS OF  
THE LOCAL SUPERVISING AUTHORITY ANNUAL AUDIT  
OF SUPERVISION OF MIDWIVES**

Ms Fogarty gave a presentation on the findings of the Local Supervising Authority Annual Audit of Supervision of Midwives. **(slides attached)**

Ms Fogarty gave an overview of the Local Supervising Authority which is a solely independent body, and also a summary of the requirements and standards for the supervision of midwives.

Mr Herring asked if the Midwifery Liaison Committee was still

active. Ms Fogarty responded that the Committee was hosted by the PCT and that currently there were no further meetings of the Committee scheduled. Mrs Carstensen asked who would host the meeting once the PCT were disbanded. Ms Fogarty replied that the Department of Health was currently producing guidance as to who should host the meeting. Mrs Hales stated that she felt it would be the Clinical Commissioning Group.

Sir James thanked Ms Fogarty for her presentation.

02/12 **APOLOGIES**

There were no apologies.

03/12 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

04/12 **TO RECEIVE AND APPROVE THE BOARD OF DIRECTORS' MINUTES OF MEETING HELD ON 6<sup>TH</sup> DECEMBER 2012**

The minutes of the Board of Directors meeting held on 6<sup>th</sup> December 2011 were received as a true and accurate record.

There were no matters arising.

05/12 **TO RECEIVE THE CONTENTS OF THE INFORMATION PACK**

The Board received and noted the contents of the information pack.

06/12 **CHAIRMAN/CHIEF EXECUTIVE'S BUSINESS**

Mr Herring reported that the Secretary of State for Health and his wife had visited the Trust on Christmas Eve. The visit had been very successful and Mr Lansley had visited the Emergency Department, paediatrics and the Stroke Unit. The staff had appreciated Mr Lansley visiting them.

07/12 **REPORT OF THE FOUNDATION TRUST SECRETARY**

Mr Cross reported on the following matters:

- A Nominations Committee had been held to review a further one year term of office for Alastair Findlay. A paper would be presented to the Board of Governors in March 2012 for consideration.

- Pat Clare has been appointed as Chair of the Organ Donation Committee.
- The Board of Directors meeting in February will now include a Strategic and Visioning session, therefore the public Board of Directors meeting will be held on 6<sup>th</sup> March 2012.
- The Board of Governors meeting will be moved from 7<sup>th</sup> February 2012 and will be held on Tuesday 6<sup>th</sup> March 2012.
- The Extra-ordinary Board of Directors meeting scheduled for 29<sup>th</sup> May 2012 will now become a formal Board and the June 2012 meeting will be cancelled.

08/12

### **TO REVIEW THE INTEGRATED PERFORMANCE REPORT TO MONTH 8**

Mrs O'Neill presented the integrated performance report for Month 8.

Mrs Hales reported that on the following areas:

Discharge Care Metrics – A pilot scheme has commenced in January 2012 for a new e-discharge process which meets the needs of GPs and is linked to the Trust's e-prescribing system.

DSSA – There have been some breaches in EAU due to the sustained increase in A&E attendances. A meeting has been held with the whole health economy to discuss discharge arrangements and the reduced capacity in the community.

Pressure Ulcers – Mrs Hales reported that there had been a further reduction in pressure ulcer cases.

Dr Clough reported that there had no cases of MRSA since June 2011.

Dr Clough stated that the number of C.difficile cases was currently lower than last year, but that cases increased during the winter months due to Norovirus.

The Board discussed the targets for the number of cases of C.difficile which had been set for the Trust by the Department of Health and the PCT for 2012/13.

Mrs Hales stated that discussions were continuing with consultants regarding the hip and knee AQ pathway as the target for the pathway was not currently being achieved, and that the pathway was being reviewed to ensure the best patient care for patients. Also any patients treated at the Nuffield or Clatterbridge hospitals on behalf of the Trust

needed to be treated on the same pathway as they would if they were treated at the Trust.

Mrs Hales reported that the Trust had received a new AQ target for Stroke and that a meeting was being scheduled to discuss the target. Mr Higgins asked why there was downward trend during September and October 2011 in stroke care. Mrs Hales responded that there had been ward redesigns during this period and that this had been discussed with Commissioners so that they were aware that there would be a temporary reduction.

Mr Lynch updated the Board on the cancer targets and that the 62 day cancer target would be failed for quarter 3. He gave an overview of the number of cases involved and some of the issues within urology and radiology. The service will also be under additional pressure as the national initiative for the detection of bowel cancer is likely to increase the number of diagnostic tests that were required.

The Board discussed the 62 day cancer target and also how patient choice during the festive period affected this.

Mr Lynch reported that there had been a slight increase in the numbers of patients on the 18 week RTT target.

Mrs O'Neill gave an overview of the financial performance of the Trust and stated that there was a slight adverse variance of £23k at month 8 against plan. The Board discussed the overall performance of the PCT and Betsi Cadwaldr contracts.

The Board reviewed the CRS as this was currently amber, and that there were some risks around divisions achieving their target of savings.

Mrs Dixon asked about the shortage of nurses on the staff bank. Mr Herring stated that nurses on the bank were being used to cover permanent vacancies. Mrs Young responded that recruiting was not as successful as would like when recruiting for certain shifts ie: nights. Mrs Hales added that the process for recruiting was being reviewed to ensure that nurses were employed on rotational contracts and also looking at recruiting for specific shift patterns.

Mrs Young advised the Board that sickness levels had increased during the winter and that these were being closely monitored.

Mrs Young gave a presentation on the staff survey high level results and was pleased to say that the Trust had received the

best ever response rate of 53%.  
**(Slides attached)**

**The Integrated Performance Report for Month 8 was received by the Board.**

09/12 **TO RECEIVE AND DISCUSS THE OPERATING FRAMEWORK 2012/13**

Mrs O'Neill, Mrs Hales and Mrs Young gave a presentation on the Operating Framework 2012/13.

The Board had an indepth discussion on the implications of the operating framework which included additional targets, national and local CQUINs and the local Health and Wellbeing Board.

Mrs O'Neill stated that there would be further guidance from the Department of Health at the end of February 2012 and that she would report on this further at the March 2012 Board meeting.

10/12 **TO RECEIVE AND APPROVE THE EQUALITY DUTY ASSURANCE REPORT 2012**

Mrs Young presented the Equality Duty Assurance Report 2012 to Board and stated that information included was a summary of the work being undertaken within the Trust regarding Equality and Diversity and asked the Board to approve the report for publication.

**The Board approved the Equality Duty Assurance Report 2012 for publication.**

11/12 **TO RECEIVE A PAPER ON ORGANISATIONAL READINESS FOR THE REVALIDATION OF DOCTORS (ORSA REPORT 2010/11)**

Dr Clough presented the paper on Organisational Readiness for the Revalidation of Doctors (ORSA 2010/11) which included an action plan for the Trust.

Dr Clough reported that she was confident that the Trust had sufficient consultant appraisal and that she was a trained appraiser nationally and that there were 14 doctors from the Trust being trained to national standards for appraisal during January 2012.

**The Board received and noted the contents of the report.**

12/12 **TO RECEIVE AND APPROVE THE BOARD COMMITTEE STRUCTURE**

Mr Cross presented a paper on the changes to the composition of Board Committees following the appointment of 3 Non Executive Directors.

**The Board noted and approved the changes to the composition of the Board Committees.**

13/12 **DATE AND TIME OF NEXT MEETING**

Tuesday, 7<sup>th</sup> February 2012 at 1.15 pm - Boardroom