

MINUTES OF THE PUBLIC MEETING
OF THE BOARD OF DIRECTORS
HELD ON
TUESDAY, 26 FEBRUARY 2013
AT 10.00 AM
IN THE BOARD ROOM
THE JAMES COOK UNIVERSITY HOSPITAL
MARTON ROAD
MIDDLESBROUGH

PRESENT:

Ms D Jenkins	-	Trust Chairman
Professor P Hart	-	Chief Executive
Mr D Kirby	-	Vice Chairman
Mr H Lang	-	Non-Executive Director
Mrs J Moulton	-	Director of Planning
Mr C Newton	-	Director of Finance
Mrs P Singleton	-	Senior Independent Director/NED
Mrs A Sutcliffe	-	Acting Director of Nursing & Patient Safety
Councillor B Thompson	-	Non-Executive Director
Ms H Wallace	-	Non-Executive Director
Mrs S Watson	-	Director of Operational Services
Professor R Wilson	-	Medical Director

IN ATTENDANCE:

Mr Barry	-	member of public
Mrs M Blakey	-	Corporate Affairs Manager
Mr Davidson	-	member of public
Mrs J Dewar	-	Director of IT & Health Records
Mr C Harrison	-	Director of Human Resources
Ms K Harwood	-	for item 4
Mrs W Larry	-	Staff Side Chairman (UNISON)
Mrs A Marksby	-	Communications Lead
Mrs C Parnell	-	Company Secretary/Exec Asst to CEO
Ms A Smith	-	Asst Dir of Nursing – for item 4

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Dr Baxter.

2 DECLARATIONS OF INTEREST

Councillor Thompson expressed an interest on any issues relating to Middlesbrough Borough Council.

3 **QUESTIONS FROM THE PUBLIC**

There were no questions from members of the public.

4 **PATIENT EXPERIENCE STORY**

Mrs Sutcliffe invited Ms Smith and Ms Harwood to update the Board on the NHS Patient Feedback challenge which is an NHS Institute for Innovation and Improvement initiative to ensure the spread and adoption of evidence based practice in patient experience improvement.

She reminded colleagues that the trust was one of nine trusts awarded funding to capture in a variety of ways, the patient experience story which would ultimately be used to provide feedback to drive patient improvement.

In summary, the trust will be sharing internally and externally, the whole holistic approach. The trust's videos of different patient stories and experiences, are extremely powerful and emotive. The Board listened to and watched 'Hannah's story' as told by her mother. The issues highlighted therein were concerns about the package of care at home and the tireless efforts by Hannah's mother to ensure that the package of care for her daughter could be resolved.

It is hoped that by highlighting this and other videos with internal colleagues and external partners, for eg commissioners of services, that improvements can be made with those responsible for the joint social care of patients.

Decision: 2013/Feb/No 1

The Board:

- (i) **Noted the presentation and the compelling and emotional messages highlighted therein.**

5 **MINUTES OF THE PREVIOUS MEETING HELD ON 29 JANUARY 2013**

The Minutes of the meeting held on 29 January 2013 were accepted as an accurate record of proceedings.

Decision: 2013/Feb/No 2

The Board:

- (i) **Approved the minutes of 29 January 2013.**

6 **MATTERS ARISING/ACTIONS**

There were no matters arising from the minutes and all actions had been completed.

7 **CHIEF EXECUTIVE'S REPORT**

Professor Hart went through the report in detail which contained the following items:-

- (i) Patient safety – Francis report
- (ii) NHS Friends and family test
- (iii) Winter pressures
- (iv) Horse meat

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- (v) CCG seeks views on its key priorities.

Decision: 2013/Feb/No 3

The Board:

- (i) **Noted the report.**

8 QUALITY OF CARE AND PATIENT SAFETY

8.1 PERFORMANCE REPORT FOR JANUARY 2013

Mrs Watson presented the report in detail which provided the trust's performance in January 2013 against all the key national targets and a range of local performance indicators.

She drew the Board's attention to the following key issues:-

- (i) The trust remained on target with the HCAI targets.
- (ii) The A&E 4 hour target had been achieved for Quarter 3. In contrast to previous indications to the Board, the trust would now be declaring a green rating to Monitor.
- (iii) All cancer targets were achieved in December and indicative figures for January 2013 show that all cancer targets will again be achieved.
- (iv) The 18 week referral to treatment times standard for admitted pathways, non-admitted pathways and incomplete pathways had been achieved at trust level. A few specialities did not meet the incomplete and admitted standard level. The surge in A&E activity had put elective activity under increased pressure. Plans were in place during Quarter 4 to address the backlog.

Mrs Watson drew the Board's attention to the considerable pressure in activity during February; she felt that generally, the trust had performed well.

Mr Harrison highlighted the following key challenges for the trust:

- (i) sickness absence showed an increase with staff acquiring flu and gastro type illnesses. It was noted however, that other trusts were facing similar challenges.

Detailed information is being presented to divisions and directorates and for discussions at performance review meetings, in order for them to manage the situation.

- (ii) Again, divisions and directorates are being asked to increase the percentage of staff development reviews and mandatory training targets.

Mr Harrison responded to questions from Councillor Thompson and Mrs Singleton regarding agency costs and mandatory training requirements/NHSLA requirements. He added that in terms of e learning this had not been as successful due to accessibility and availability.

Mr Kirby added that the Board should not lose sight of the fact that in general the performance of the trust was good when taking into account the trust's performance against the MRSA and C difficile targets particularly during the challenging winter period.

Mrs Sutcliffe responded to Ms Wallace's question relating to mixed sex accommodation and assured the Board that there was a robust system in place for determining breaches in same sex accommodation.

Decision: 2013/Feb/No 4

The Board:

- (i) **Noted the report.**

8.2 REVIEW OF THE FRANCIS REPORT

Professor Hart stated that the purpose of the report was to brief the Board on the main points of the Francis report on the Mid Staffordshire NHS FT public inquiry.

There were 290 recommendations which related to potential changes to the regulatory system and actions required by external bodies, however, the main areas for local action were:-

- (i) strengthening the way in which the organisation uses the information from complaints to improve services and ensure lessons are learnt.
- (ii) Publication of upheld complaints and provision of detailed complaints information to commissioners, regulators, overview and scrutiny committees and Local Health Watch.
- (iii) Need for effective risk assessment when changes to numbers and skills of staff are under consideration.
- (iv) A number of recommendations related to nurse training, education and professional development and a proposal for registration of healthcare workers.
- (v) A number of specific recommendations related to caring for the elderly.
- (vi) Better use and sharing of information and quality metrics.

Professor Hart said that colleagues may be aware that the Prime Minister had asked for a review of the complaints process across the country and that she had been asked to jointly lead this work alongside Ann Clywd MP.

Ms Jenkins stated that the trust should not be complacent and whilst it could be proud of the governance and reporting structures in place, raising the bar was our mission.

Responding to a query from Mr Lang regarding nursing establishment, Mrs Sutcliffe stated that the trust uses a national tool (Keith Hurst) and would be pleased to present this piece of work to the next meeting of the Board. **Action: Mrs Sutcliffe**

In conclusion, Mrs Sutcliffe added that the Francis report and the recommendations contained therein have been discussed with senior nurses who welcome the findings in a positive way.

Decision: 2013/Feb/No 5

The Board:

- (i) **Noted the report.**
- (ii) **Looked forward to receiving a report on ward establishment at its meeting in March 2013.**

9 BUSINESS SUSTAINABILITY

9.1 FINANCIAL POSITION FOR THE PERIOD ENDING 31 DECEMBER 2012

Mr Newton went through the report in detail which showed the trust's financial position for the period ending 31 January 2013.

He stated that the trust's operating performance was in surplus but remained behind plan, driven by non pay expenditure; continued slippage on P&E delivery; and a worsening of income.

The risk rating of 3 and cash position remained satisfactory.

Mr Kirby stated that he was pleased that Mr Newton was reporting that the trust would meet the £1M surplus, he was still concerned about the gap in P&E savings being offset by contingency funds. He felt it would be useful for the Board to receive information on which P&E schemes (against the original programme) were not likely to meet expectations and why, along with details of under/over budget achievement and whether there was the possibility these could be met in the following year.

Action: Mr Newton

As requested at the previous meeting, Ms Wallace said that she would like to see a written account of the evidence to support the trust's declaration that it will retain a financial risk rating of 3 for next year.

Action: Mr Newton

Ms Jenkins commented that following the recent telephone-conference discussion with Monitor she felt that discussions were very positive and that relations were open and transparent.

Decision: 2013/Feb/No 6

The Board:

(i) **Noted the report.**

10 ANY OTHER BUSINESS

There being no further business, the meeting closed at 11.15 am.

11 DATE, TIME AND LOCATION OF NEXT MEETING

The next public meeting of the Board of Directors will take place on Tuesday, 26 March 2013 at 10.00 am in the Board Room, The James Cook University Hospital, Marton Road, Middlesbrough.

TO CONSIDER A RESOLUTION THAT REPRESENTATIVES OF THE PRESS AND OTHER MEMBERS OF THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING HAVING REGARD TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, PUBLICITY OF WHICH WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST (Section 1 (2) PUBLIC BODIES) (ADMISSION TO MEETINGS) ACT 1960.

Signed: _____
Chairman

Date: _____