

**Meeting of the Board of Directors  
Wednesday 15<sup>th</sup> December 2010**

<b>Present:</b>	Michael Cassidy	Chairman
	Nancy Hallett	Chief Executive
	Jo Farrar	Finance Director
	Dr John Coakley	Medical Director
	Cheryl Clements	Director of Workforce and Education
	Tracey Fletcher	Chief Operating Officer
	Andrew Panniker	Director of Environment
	Charlie Sheldon	Chief Nurse & Director of Governance
	Eric Sorensen	Non-Executive Director
	Stephen Hay	Non-Executive Director
	Professor Chris Griffiths	Non-Executive Director
	Imelda Redmond	Non-Executive Director
	David Stewart	Non-Executive Director
	Professor Michael Keith	Non-Executive Director
<b>Minutes:</b>	David Bridger	Head of Governance

**1.0 Chairman's Welcome and Introduction**

Michael Cassidy, Chairman, opened the meeting.

**2.0 Apologies for absence**

None

**3.0 Declaration of interests regarding items on the agenda**

None

**4.0 Minutes of the previous meeting held on 24/11/2010 and matters arising**

The minutes of the previous meeting were agreed.

**5.0 Chairman's Report**

Michael Cassidy reported that he had met with Richard Guest of Monitor who had indicated that there are not many Foundation Trust / Non-Foundation Trust acquisitions planned. It has been indicated that the role of Monitor will change in the future and that there will be an increasing role for Governors.

## **6.0 Chief Executive's Report**

Nancy Hallett, Chief Executive notified the Board that the new Maternity and Newborn Centre was formally opened on 6<sup>th</sup> December by Denise Lewis, Olympic gold medalist. The event had gone very well and the Trust received wide coverage in local press, radio and television.

The Trust is currently looking after a maternity patient on ITU with the H1N1 flu virus. The patient's condition is stable and improving.

She also informed the Boards that the full extent of the financial challenges facing the Trust have been reviewed and this will be presented to the Board later on the agenda.

The Board were notified that Alwen Williams had been officially appointed as the Chief Executive Officer of PCT management board covering inner north east London.

## **7.0 Strategy and Policy\*\*\***

### **7.1 Transfer and Integration of Community Health Services**

This item was discussed under reserved business.

### **7.2 Hospital Services Review**

This item was discussed under reserved business.

## **Quality and Safety**

### **8.1 NHSLA Assessment Report**

Charlie Sheldon, Chief Nurse and Director of Governance presented the report of the Trusts recent assessment for compliance with the NHSLA Risk Management Standards for which the Trust had been successful in maintaining its level 2 compliance. The Trust achieved an overall score of 43 out of a possible 50. He provided the Board with a summary of the key findings and areas requiring further development.

These included:

- Risk awareness training for senior managers.
- Responding to external recommendations specific to the organisation
- Local Induction of temporary staff
- Supervision of medical staff in training
- Risk management training
- Consent
- Best Practice - National Confidential Enquiries

The Trust is in the process of developing an action plan to address the areas of weakness identified.

The Board noted the report.

## **Corporate Governance**

### **9.1 Homerton Q2 2010-11 Monitoring Results**

Jo Farrar presented the results of Monitor's assessment of the Trust's Q2 performance and the summary of Monitor's analysis of all Foundation Trusts. The Trust had been assigned a green rating for Governance and a financial risk rating score of 3. The Board noted the report.

### **9.2 NHS White Paper on public health**

Nancy Hallett presented a letter from Andrew Lansley, Secretary of State for Health to all NHS Chief Executives which provided a summary of the key points within the NHS White Paper on public health – *Healthy Lives, Healthy People: Our Strategy for public health in England*. The White Paper is out for consultation until March 2011 and she requested that any comments on the paper be fed back to her. The Board noted the letter.

## **Business Planning & Performance Management**

### **10.1. Finance and Performance Report Month 8**

Jo Farrar presented the Board with a verbal report on the financial position for M8. The Trust is over performing in terms of income with costs reflected in pay costs. The Trust has a planned surplus of £1.8m.

The Board discussed actions being taken to reduce appointment DNA rates including texting and telephoning patients in advance. It was noted that there are still issues associated with contacting people this way including the frequency with which people change their mobile phone numbers and a reluctance for some patients to provide their numbers.

The Board noted the report.

### **10.2. Business and Financial Plan 2011 – 12 update**

This item was discussed under reserved business.

## **Human Resources**

### **11.1 AAC Ratification**

The Board ratified the appointment of Dr Philippa Chisholm and Dr Victoria Prunell subject to review of contracted hours.

### **12.0 Any Other Business**

None