

**Meeting of the Board of Directors
Wednesday 24th February 2010**

Present:	Michael Cassidy	Chairman
	Nancy Hallett	Chief Executive
	Andrew Panniker	Director of Environment
	Pauline Brown	Chief Nurse & Director of Governance
	Dominic Tkaczyk	Interim Director of Finance
	Mark Ogden-Meade	Interim Chief Operating Officer
	Dr John Coakley	Medical Director
	Eric Sorensen	Non-Executive Director
	David Stewart	Non-Executive Director
	Imelda Redmond	Non-Executive Director
	Stephen Hay	Non-Executive Director
	Professor Chris Griffiths	Non-Executive Director
	Michael Keith	Non-Executive Director
Minutes:	David Bridger	Head of Governance

1.0 Chairman's Welcome and Introduction

Michael Cassidy, Chairman, opened the meeting.

2.0 Apologies for absence

Cheryl Clements Director of Workforce

3.0 Declaration of interests regarding items on the agenda

There were no declarations of interest.

4.0 Minutes of the previous meeting held on 27.01.2010 and matters arising

The minutes of the previous meeting were agreed.

5.0 Chairman's Report

Michael Cassidy provided the Board with feedback from the recent Joint Board of Directors & Council of Governors meeting. He stated that at the meeting the Joint Board had agreed to the proposal to amend the constitution to allow Governors to stand for election for three consecutive terms of three years each and that this would need to be voted on by the membership. At the Joint meeting a discussion was held regarding the option to hold Board of Directors meetings in public. The Board and Governors did not feel that this should be considered at this time but agreed to keep this issue under review. He also he had been asked if two Governors could observe a Board meeting and that this was currently being considered.

6.0 Chief Executive's Report

Nancy Hallett, Chief Executive welcomed Mark Ogden-Meade, Interim Chief Operating Officer to his first meeting.

She informed the Board that the closure of Whipps Cross Hospital to adult admissions and emergency ambulances as a result of a Norovirus outbreak was now over.

The Homerton will be participating in a multi-agency major incident exercise being coordinated by the Health Protection Agency. This will be taking place in June and Homerton will be the receiving hospital for casualties from the exercise. Mark Ogden-Meade as lead Director for emergency planning will be project managing this work.

The Trust is currently on stand-by for a ministerial visit regarding the Dignity in Care programme.

The Board were informed that the results of the OPD survey have just been published and these would be presented to a future Board meeting. She also stated that the first draft of the Annual plan for 2010-11 will also be presented to the Board in March.

7.0 Strategy and Policy Homerton Strategic Position****

This item was discussed under reserved business.

Corporate Governance

8.1 Standing Financial Instructions and Standing Orders

Dominic Tkaczyk, Interim Director of Finance presented the Draft Standing Financial Instructions, Standing Orders and Scheme of Delegation. These had been reviewed and formally approved by the Audit Committee on 16th December 2009. The Board noted and formally approved the policies.

8.2 Care Quality Commission Registration update

Pauline Brown, Chief Nurse & Director of Governance provided the Board with a verbal update regarding the Trusts registration declaration submitted to the Care Quality Commission (CQC). The Trust had met deadline for submission which is now being considered by the CQC. The Board noted the report.

9.0 Business Planning & Performance Management

9.1 Finance and Performance Report Month 10

Dominic Tkaczyk presented the finance report for month 10. He reported that the financial position at the end of the first 10 months of 2009/10 was a surplus of £4.7m. He reported that activity and income were higher than plan for non-elective inpatient and A&E activity partly as a result of the Whipps Cross closure. The need to open additional capacity led to an increase in temporary staff costs. He stated that the financial risk rating score is currently 5.

Mark Ogden-Meade, Interim Chief Operating Officer presented the performance report. Overall performance was reported as good however the closure of Whipps Cross had impacted on a number of key performance targets. He stated that over 100 Waltham Forrest patients were redirected to Homerton over the five day period. A&E performance was adversely affected and, a number of routine elective patients were cancelled.

Length of stay increased because of the difficulties in repatriating patients from outside our borough which in turn put significant pressure on bed capacity over a two to three week period. The Trust had a cluster of 3 MRSA bacteraemias cases over a two week period correlating to the closure period. All issues had been flagged to Monitor and NHS London and the Trust has been commended for the role it played in responding effectively to events surrounding the closure.

The Board thanked the Trust staff for their hard work during this exceptionally busy time.

The risk to the 62-day cancer target remains and the Trust has been red rated by Monitor as a result. Dr John Coakley reiterated to the Board why this was occurring and stated it would require a change in the Clinical pathway to ensure the target is met. This is under consideration by clinical teams. The Board discussed the issues and reasons for the risk to the target and noted Dr Coakley's explanation.

9.2 2010/11 Financial Planning Update

Dominic Tkaczyk and Mark Ogden-Meade presented a paper providing an overview on progress with regard to the Financial Planning for 2010-11 incorporating and update on the Trusts Productivity and Efficiency Programme.

The Trust has now received the Commissioning Strategy Plan (CSP) from City & Hackney PCT setting targets for reductions in acute hospital expenditure. Negotiations with the Sector Acute Commissioning Unit (SACU) regarding commissioning intentions are continuing and it is likely the Trust will be required to achieve reductions in A&E attendance by greater use of Pucc.

In respect of the productivity and efficiency programme (PEP) the Board were notified that £3.3m of savings had been confirmed. The divisions had submitted cost pressure of £5m however following detailed review these had been reduced.

The board noted the content of the report.

9.2 MRI Business Case

Dominic Tkaczyk presented the business case for the purchase of a second MRI scanner. This would be funded through the legacy donation by General Electric. He presented the options outlined in the paper and indicated that the preferred option was to install a static scanner. The Trust would need to provide an investment of £464k and its introduction would allow the Trust to review service provision. The division will be carrying out further work to secure income streams and ameliorate the running costs. Discussions are being held with East London Integrated Care (ELIC) to consider GP direct access to MRI. The Board noted the report and approved the business case.

10.0 Clinical Governance

10.1 Serious Untoward Incident Reports***

This item was discussed under reserved business.

10.2 Director of Infection Prevention and Control Quarterly Report (Q3)

Alleyna Claxton, Director of Infection, Prevention and Control joined the meeting to present the Q3 DIPC report she highlighted and provided updates on the following areas:

- MRSA objective 2010-11 The Board were informed that from April 2010 DH will introduce a new method for calculating the MRSA target which will be to only count those cases identified 48hours post admission. The Homerton target will be 4 cases which will be very challenging.

- Hygiene Code compliance – the task group continues to meet on a monthly basis to consider Trust compliance
- Quarterly HCAI surveillance
- Incidents and outbreaks
- IPC (Infection Prevention and Control) Audit programme
- IPC Education programme
- IPC balanced score card
- IPC risk register
- Cleaning services and
- IPC Policies
- Employee Health

The board noted the contents of the report.

11. Human Resources Governance

11.1 Workforce KPI's

Andrew Panniker, Director of Environment presented the workforce performance report for January 2009. He stated that sickness rates remain below the NHS average, improvements in surveillance in Employee Health Management service are being undertaken and the electronic option for CRB checks is being explored. The Board noted the report.

11.2 AAC Ratification

The board ratified the appointment of:

Mr Eric Nyarko - Consultant in Obstetrics and Gynaecology

12. Service Line Reporting

Tim Bolot (Bolt Partners) joined the meeting and provided the Board with a presentation on Service Line Reporting at Homerton. He provided a summary of the overall financial performance of the Trust, the three divisions and the specialties within. The Board discussed the detail of the report and agreed that the results of the review should be shared with the divisions for use as a management tool. Monitor is encouraging Trusts to carry out reviews of service line reporting.

13. Any Other Business

Imelda Redmond asked for an Executive Director to identified to act as a link for the KPMG academy. It was agreed that this should be Cheryl Clements.