

**Meeting of the Board of Directors  
Wednesday 27<sup>th</sup> October 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

**In attendance:**

Sallie Rumbold Programme Director – Health services Integration

**Minutes:** 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 meetings held of 15/09/2010 and 29/09/2010  
and matters arising**

The minutes of the previous meeting and the extra ordinary meeting were agreed.

## **5.0 Chairman's Report**

Michael Cassidy, Chairman provided the Board with a verbal report on the recent Council of Governors Meeting. The Governors had received presentations from a range of staff from Community Health Services.

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

Nancy Hallett, Chief Executive notified the Board of the future arrangements for commissioning in the sector. It is anticipated that the three inner NE London PCT's and the inner North East London sector will be amalgamated under one management board from April 2011 with one CEO and management team. It is understood that the CEO appointment process will then be confirmed. These are interim arrangements pending the establishment of GP consortia. With regard to Health 4NEL she informed the Board that there was no new information to report other than it is anticipated that the change of function proposed for King Georges Hospital will proceed .

## **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 Patient Experience, Quality Report and SUI Report\*\*\***

This item was discussed under reserved business

### **8.2 CQC Quality and Risk Report**

Charlie Sheldon presented the results of the first Quality and Risk Profile for Homerton published by the Care Quality Commission (CQC). He summarised how the information had been derived and how this relates to the essential standards. Areas where the Trust would appear to be worse than expected were explained and the plans to address these short fallings. Discussion was held regarding the influence of patient and staff surveys on the results and how these could be improved. He outlined the recommendations in the report including review of internal evidence associated with high risk areas and to continue to populate the information management system with evidence.

The Board noted the report and endorsed the recommendations.

## **Corporate Governance**

### **9.1 Monitor Quarter 2 Return**

Jo Farrar, Director of Finance presented the Board with the Monitor Quarter 2 Governance return. He reported that the Trust has a declared a finance rating of 3 and was therefore able to sign declaration one for Finance. With regard to Governance the Trust achieved all healthcare targets and therefore declaration

one should be signed. Charlie Sheldon provided the Board with information regarding the revised method for measuring the target for MRSA screening. The Board confirmed the declarations.

## **Business Planning & Performance Management**

### **10.1 Finance and Performance Report Month 6**

Jo Farrar presented the Board with the financial position for M6 and explained that the Trust was ahead of its financial plan by £816k. The Trust was ahead of plan helped by underspending against reserves and depreciation. Clinical activity and income remains above planned levels. There is continued pressure with regard to agency and bank spend and measures to reduce spend through increased recruitment and tighter authorisation controls are yet to have an impact. Further work continues with DSO to better understand and improve performance to address issues. Service line reporting is still being implemented and becoming embedded as a management tool.

He notified the Board that the overall financial position in the sector is getting worse with increased pressure due to over performance in the North Central sector.

Performance against key national indicators remains on track. The risk to the MRSA target remains.

The Board noted the report.

## **Human Resources**

### **11.1 Human Resources Report**

Cheryl Clements, Director of Workforce and Education, presented the Board with the Human Resources Report. She stated that sickness absence is currently at 3-3.5% and overall vacancy rates are down on the previous month. She updated the Board on outstanding investigations and disputes. The Board were informed that there had been an increase in the use of well being programmes to assist with retention of staff. Appraisal rates reduced over the summer are now improving. The Board noted the report.

### **11.2 AAC Ratification**

None

## **12.0 Committee Reports**

Stephen Hay, Non-executive Director provided the Board with feedback from the last Audit Committee meeting. He stated that the committee had received the audit report on business case development which had been included in the Board papers for noting. The Audit Committee had been provided with information regarding the abolition of the Audit Commission. A private meeting had been held with the auditors.

David Stewart, Non-executive Director provided the Board with feedback from the last Risk Committee meeting. He stated that the risk management training

for senior managers had been implemented and was being monitored by the committee. He summarised the Risk performance report and indicated the number of risks being recorded is improving.

The Board noted the content of both committee minutes.

### **13.0 Any Other Business**

None