

**Meeting of the Board of Directors
Wednesday 28th July 2010**

Present:	Michael Cassidy	Chairman
	Nancy Hallett	Chief Executive
	Jo Farrar	Finance Director
	Dr John Coakley	Medical Director
	Cheryl Clements	Director of Workforce and Education
	Charlie Sheldon	Chief Nurse & Director of Governance
	Eric Sorensen	Non-Executive Director
	David Stewart	Non-Executive Director
	Imelda Redmond	Non-Executive Director
	Stephen Hay	Non-Executive Director
	Professor Michael Keith	Non-Executive Director
	Professor Chris Griffiths	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

Tracey Fletcher	Interim Chief Operating Officer
Andrew Panniker	Director of Environment

3.0 Declaration of interests regarding items on the agenda

None

4.0 Minutes of the previous meeting held of 30/06/2010 and matters arising

The minutes of the previous meeting were agreed with one amendment to item 11.1. The Board approved the adoption of a waiver for new staff who had recently had a CRB Check at another organisation.

5.0 Chairman's Report

None

6.0 Chief Executive's Report

Nancy Hallett informed the Board that Councilor Sally Mulready has been appointed the new Speaker of Hackney and her chosen charity for the year will be Homerton Hope. The Board agreed to write and thank her for this.

Nancy Hallett also reported that the charity fund is now at approximately £1.4m and formal report will be presented to the Board at a later date.

7.0 Strategy and Policy

7.1 NHS White Paper July 2010

Jo Farrar, Director of Finance presented a summary of the Government's recently published White Paper "Equity and excellence: Liberating the NHS". He summarised the key areas of the paper under the following:

- System Reform including the move to GP commissioning, abolition of PCTs and SHAs by 2013 and support for all NHS Trusts to become FT sort part of FTs by 2014.
- Regulation and Governance including increased responsibilities of Monitor and strengthening the role of the CQC.
- Quality including extending the use of CQUINs.
- Financial including release of efficiency savings and the establishment of best practice tariffs.

It was noted that a number of the proposals will require changes to primary legislation.

It was also highlighted that subsequent to the White Paper the government had published a review of health service arms length bodies which will result in many being reconfigured. The impact of this has yet to be established.

The Board noted the report.

7.2 Transfer and Integration of Community Health Services

This item was discussed under reserved business.

7.3 Hospital Services Report

This item was discussed under reserved business.

Quality and Safety

8.1 SUI Report***

This item was discussed under reserved business

8.2 Infection Control Annual Report 2009/10

Alleyna Claxton, Director of Infection Prevention and Control attended the meeting to present the Infection Control Annual Report. She highlighted the following from the previous year:

- Hygiene Code Compliance 2009
- Infection Prevention and Control (IPC) arrangements 2009-10
- DIPC/ICT Annual Programmes 2009-10 and 2010-11
- HCAI Statistics 2009-10
- IPC Audit programme 2009-10
- IPC Education programme 2009-10
- Cleaning Services IPC arrangements 2009-10
- Employee Health Medical Services IPC Reports 2009-10
- IPC Policies
- Pandemic H1N1 2009

She highlighted that the management of Hickman lines has been identified as a potential issue and that this was to be picked up by the Patient Safety Committee.

A question was raised regarding the consequence of the Trust breaching the MRSA target. This risk has been identified and assessed and is on the Trust risk register and is being monitored through this. Additionally our commissioners are regularly updated regarding this issue.

The Board thanked Dr Claxton for her report and approved its publication via the Trust website.

8.3 Safeguarding Improvement Team Visit

Charlie Sheldon, Chief Nurse & Director of Governance presented a paper providing the Board with a summary of a recent safeguarding children assessment visit coordinated by NHS London. The visit also included community health services and mental health services. The report had been received this week and provided positive feedback to Homerton. Three areas for development were identified. These were development of midwifery safeguarding supervision, increased board reporting on safeguarding and increased named midwife support.

The Board noted the report.

Corporate Governance

9.1 Monitor Q1 Returns

Jo Farrar, Director of Finance presented the Board with the new template Monitor Governance return. This now requires the Board to submit two declarations (Finance and Governance) as part of the in year monitoring regime. He reported that the Trust has a declared a finance rating of 4 and was therefore able to sign declaration one for Finance. With regard to Governance the Trust had failed to achieve all healthcare targets and therefore declaration two would need to be

signed. He stated that the Governance risk rating was green as only one target had not been met. The target was MRSA screening. Charlie Sheldon provided the Board with information regarding this target and the plans to ensure that this is met in future. The Board confirmed the declarations.

9.2 Q1 Board Assurance Framework (BAF)

Charlie Sheldon presented the BAF to June 2010. This had been reviewed by the executive team and the plan is to review this every six weeks. All risks had been assessed and linked to the relevant annual plan objective and Care Quality Commission outcome. The board asked that risk rating for estates compliance be further reviewed with the estate director on his return from leave. The board noted the content of the BAF.

Business Planning & Performance Management

10.1 Finance and Performance Report Month 3

Jo Farrar presented the Board with the financial position for M3 and explained that the Trust was ahead of its financial plan by £329k. There is continued over performance against the plan partially due to increased activity in A&E, outpatients and non-elective spells. Increased temporary staffing costs have led to overspends on pay budgets plus some activity related over spend on non-pay budgets. Figures for non PbR are down on plan due to the delay with the perinatal centre. Regarding the divisions he stated that CWS and GEM have performed better than plan whilst DSO is down partly as a result of agency costs. He also reported that the PEP had delivered as plan with further work was required to identify residual schemes.

Performance against key national indicators remains on track and the Trust managed to meet the 62 day target for quarter 1. This does however remain a risk that needs to be managed for the remainder of the year. The risk to the MRSA target was noted.

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 has increased in DSO and Environment but overall remains below the NHS average. There are minor increases in vacancy rates in the clinical directorates. CRB checks continue to create delays to recruitment. She also reported that the Trust is commencing a one training programme with the aim of addressing the low mandatory training rates. She updated the Board on outstanding investigations and disputes. The Board noted the report.

11.2 AAC Ratification

The Board ratified the following consultant appointments:

Dr Thomas Gilkes- Consultant Anaesthetist

Dr Hareesh Mulchandani – Consultant Anaesthetist

Dr Ernst Schwiebert – Consultant Anaesthetist

12.0 Any Other Business

The Board were provided with a verbal summary of the items to be discussed at the Joint Board and Council of Governors meeting scheduled for 29th July 2010. It was highlighted that there may be a requirement to review the constitution of the appointed Governors in light of the impending integration with community health services.