

**Meeting of the Board of Directors
Wednesday 28th May 2008**

Present:	Michael Cassidy	-	Chairman
	Nancy Hallett	-	Chief Executive
	Tracey Fletcher	-	Chief Operating Officer
	Dr John Coakley	-	Medical Director
	Anna Anderson	-	Director of Finance
	Andrew Panniker	-	Director of HR & Environment
	Eric Sorensen	-	Non Executive Director
	Ian Luder	-	Non Executive Director
	Michael Keith	-	Non Executive Director
Minutes:	Sallie Rumbold	-	Deputy Director of Operations

1.0 Chairman's Welcome and Introduction

Michael Cassidy, Chairman opened the meeting

2.0 Apologies for Absence

Apologies were received from:

Pauline Brown	-	Director of Corporate Development
Guy Young	-	Director of Nursing & Quality
Stephen Hay	-	Non Executive Director

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 30.04.08 and matters arising not covered elsewhere on the agenda

The minutes of the previous meeting were agreed as an accurate record with the following amendment. Michael Keith, Non Executive Director was recorded as attending the meeting within the previous minutes. It was noted that this was an error in the minutes and he had not attended the meeting.

5.0 Chairman's Report

Michael Cassidy, Chairman provided feedback to the Board from a recent meeting he had attended, of all Foundation Trust Chairs at Monitor.

6.0 Chief Executive's Report

Nancy Hallett, Chief Executive reported on the recent adverse publicity regarding results of the patient survey. Ms Hallett explained the issues the Trust had previously raised regarding the methodology used and the fact that the Trust response rate was always low which further compounded the poor results. The Healthcare Commission had selected a number of criteria to base their ratings upon. Unfortunately the criteria were ones the Trust had scored lowest on. Ms Hallett reported that she had now written to Monitor to demonstrate the Trusts concern about this and how this did not accurately reflect care provided at Homerton.

The Board noted that feedback about the hospital from a recent City & Hackney PCT survey had been very positive as had the feedback so far from the Patient Experience Tracker currently in use within a number of hospital wards and departments. The Board discussed and suggested plans to improve patient experience and provide better evidence of patient experience in future. Ms Hallett confirmed that work would be undertaken to build up awareness generally, to extend the patient experience tracker to all wards and to ask IPSosMori to undertake a telephone survey for the Trust. There were clearly issues that needed addressing in terms of the survey itself and the Trust would not ignore the results and would undertake a programme of work to address patient perception of cleanliness across the hospital and also increase the focus on improving quality of care issues generally.

7.0 Corporate governance

7.1 Annual Plan 2008/09

Nancy Hallett, Chief Executive tabled a revised version of the Annual Plan. Comments and suggestions were received from Board members and would be incorporated into the final version which would be submitted by close of business tomorrow.

Following a request by the auditors, Anna Anderson, Director of Finance asked the Board to confirm that they consider the Trust is a going concern and has a viable plan going forward. This was duly noted and the plan was agreed.

7.2 Board Assurance Framework

Anna Anderson, Director of Finance presented the Board Assurance Framework and explained that this highlighted the risk to achieving the Trust corporate objectives. The report provided an update on the 2007/08 Board Assurance Framework which was noted by the Board. The report also introduced the Board Assurance Framework for 2008/09 and it was noted that two additional columns had been added to reflect 'gaps in controls' and 'gaps in assurance' as requested by the auditors. The Board approved the Board Assurance Framework for 2008/09

7.3 Annual Report 2007/08

Anna Anderson, Director of Finance presented the draft Annual Report and the Board agreed to delegate responsibility for final sign off of this and the annual accounts to the 11th June Audit Committee. A number of comments were received from the Board and would be incorporated into the final version.

7.4 Monitor Compliance Framework

Anna Anderson, Director of Finance presented the Monitor Compliance Framework which the Board noted. The Framework outlines Monitor's risk based approach to regulating NHS Foundation Trusts and includes healthcare targets and national core standards, updated self certifications that Boards are asked to sign, refined reporting arrangements for membership and requirements underpinning self certification.

7.5 Monitor and HM Treasury approval for Special Payments

Anna Anderson, Director of Finance explained the template to be used for all special severance cases to be submitted to HM Treasury for approval. The Board noted the template and authorised its use.

8.0 Business Planning & Performance Management

8.1 Finance and activity report month 1 position

Anna Anderson, Director of Finance presented the month 1 finance and activity report. This showed the finance position to be £0.4m ahead of plan although it was noted that it was too early to draw any firm conclusions at this early stage in the year.

8.2 Performance Report

Tracey Fletcher, Chief Operating Officer clarified the figures reported for both the 62 day cancer target and cancelled operations. Both figures were for the whole of 2007/08 and were not for Month 1. The cancelled operations figure was also corrected to 94 for the whole year. There had been no breaches of the target which requires operations cancelled at short notice to be rebooked within 28 days. Ms Fletcher also explained that the 18 week performance had not dipped in April and that the figures should have been reported as 98% within 18 weeks for non admitted pathways and 93% for admitted pathways when adjusted for patient choice.

8.3 Perinatal and fertility developments

Andrew Panniker, Director of HR & Environment reported that ground clearance work had started for the Perinatal development and assessment of the possibility of adding an extra floor to the building was underway but not yet available for review. Indications were that the completion date of December 2009 remained unchanged but that handover of the delivery suite extension could be delayed by 6-8 weeks if the 2nd floor build went ahead. No decision had yet been reached and further information including costs would be presented at the next Board meeting. Work on the fertility development had also commenced and remained due to complete in September 08.

9.0 Clinical Governance

9.1 SUI Report***

This item was discussed under reserved business.

9.2 Progress against the Maternity Action Plan

Nancy Hallett, Chief Executive presented the maternity action plan on behalf of Guy Young, Director of Nursing & Quality and explained that the Trust was confident that good progress was being made. The Board discussed the difficulties with the patient survey again and how this had affected the maternity ratings. Some of the anomalies between actual figures and perceptions recorded were discussed.

10.0 Human Resources Governance

10.1 Employee Relations ***

This item was discussed under reserved business

10.2 Ratification of consultant appointment

The Board ratified the appointment of Dr Iain Reeves to the post of Genito-urinary Consultant with an interest in HIV Medicine.

10.3 Ratification of consultant appointment

The Board ratified the appointment of Mr Ziali Siverdeen, Trauma & Orthopaedic Consultant.

11.0 Strategy and Policy

11.1 Local Area Agreement update – Story of Place

Nancy Hallett, Chief Executive presented the 'Story of Place, Hackney 2018' which has been produced by Hackney Borough in conjunction with its partners and presents the strategic vision for the Borough of Hackney. Ms Hallett explained that through participation in Team Hackney, the Hackney Local Strategic Partnership, the Trust has been involved in the development of this strategic vision. The Board noted the contents of the paper and the priority goals.

12.0 Committee Report

Verbal reports were received from Michael Cassidy, Chairman regarding the Council of Governors meeting and the Remuneration Committee. Ian Luder, Non Executive Director gave a verbal update on the Risk Committee Meeting and Eric Sorensen, Non Executive Director reported back on the Finance Committee Meeting.

13.0 Papers for Information Only

None

14.0 Any Other Business

Nancy Hallett, Chief Executive reminded the Board that 30th July is being held for a potential strategy review meeting.

Anna Anderson, Director of Finance agreed to circulate questions and answers drafted as a source of information for Board members regarding the use of the surplus made in 2007/08.

15.0 Dates of forthcoming meetings

Wednesday 30th July 2008

Wednesday 24th September 2008

ACTIONS:

AA – Circulate Q&A re development funding to Board members

AP – return assessment of costs of additional floor to Perinatal build to next Board meeting