

Board of Directors

Minutes of the Meeting held in Public at 9.30am on Monday, 3 February 2014 In the Boardroom, Leighton Hospital, Crewe

PRESENT

Mr J Moran	Chairman (<i>in the chair</i>)
Dame P Bacon	Non-Executive Director
Mr J Barnes	Non-Executive Director
Mrs T Bullock	Chief Executive
Dr PA Dodds	Deputy Chief Executive and Medical Director
Mr D Dunn	Non-Executive Director
Mrs D Frodsham	Chief Operating Officer
Mr D Hopewell	Non-Executive Director
Mr M Oldham	Director of Finance & Strategic Planning
Mr D Pitt	Director of Service Transformation & Workforce
Mrs J Smith	Director of Nursing & Quality

APOLOGIES

Mr M Davis	Non-Executive Director
Mrs R McNeil	Non-Executive Director

IN ATTENDANCE

Mr J Lyons	Lead Governor
Ms M Steele	Acting Trust Secretary

The Chairman opened the meeting and welcomed the member of the public in attendance. The Chairman noted contribution from those in attendance was not permitted during the meeting, however, advised there would be an opportunity to discuss any issues with the Directors after the meeting, if person so wished.

PATIENT STORY

Mrs Smith introduced the patient story, noting the gentleman had been admitted to Leighton Hospital a number of times previously and continues to attend for Outpatient Appointments including attendance at the Memory Clinic.

The gentleman noted that whilst receiving treatment at Leighton Hospital, both as an inpatient and an outpatient, he has been looked after very well.

The gentleman and his wife did comment, however, on the apparent lack of co-ordination of appointments between departments as he had had to attend at the Hospital on a number of separate occasions for appointments in different clinical areas that could have been undertaken on the same day.

The gentleman also enquired as to why he could not receive physiotherapy treatment at his local GP surgery rather than having to travel to Leighton Hospital. The gentleman, who is elderly, also commented on some of the

appointments being in the early evening which had meant his wife having to drive in the dark.

Mrs Smith advised due to the specialist physiotherapy treatment the gentleman is receiving, the treatment is not provided at his local GP surgery and so he must attend Leighton. Mrs Smith confirmed that other forms of physiotherapy could be provided in the community.

Mr Dunn noted the patient story emphasised the importance of the Electronic Patient Record which would enable/enhance patient care between the clinical areas and thus assist with the co-ordination of appointments.

In response to the Chairman's enquiry as to whether there were any voluntary organisations locally who could provide support to the couple or indeed other patients who may need support upon their discharge from hospital, Mrs Smith noted the Trust in conjunction with the Royal Voluntary Service (RVS) had recently introduced the Befriending Service which provided support to patients post discharge for 6 weeks. Mrs Frodsham suggested consideration should also be given to the Passenger Service provided by voluntary groups which is a nationally recognised scheme.

In response to Mr Barnes' enquiry as to whether a patient is prescribed a date and time of appointment, Mrs Frodsham advised circa 80% of referrals are made through the Choose and Book system where the patient chooses the date and time of the appointment. Mrs Frodsham noted the Outpatients Rationalisation Programme would work to improve this percentage figure.

The Chairman requested the patient story be feedback into discussions on the Outpatient Rationalisation wherein Mr Oldham provided detail of the programme and in particular noted consideration was being given to a number of services which may be provided outside of the hospital environment.

Resolved

- **To note the patient story and thank the gentleman and his wife for their feedback**

DIRECTORS' INTERESTS

Mr Barnes noted he was now involved with the All Change for Crewe project.

MINUTES OF THE LAST MEETING

After discussion, it was

Resolved

To sign the minutes as an accurate record of the Board meeting held in Public on Monday, 6 January 2014

ACTIONS ARISING FROM PREVIOUS MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA

None noted.

CHAIRMAN'S ANNOUNCEMENTS

14.02.6.1 Meeting with Edward Timpson, MP and Fiona Bruce, MP

The Chairman advised he and Mrs Bullock had met with Mr Edward Timpson and Ms Fiona Bruce as part of the programme of regular meetings between the Trust and local MPs. The Chairman advised the meetings had seen discussion on a range of matters.

14.02.6.2 Monitor Annual Visit

The Chairman confirmed the date of the Annual Visit by Monitor was 14 March 2014.

14.02.6.3 Foundation Trust Network NorthWest Meeting – 23 January 2014

The Chairman noted Dame Gill Morgan had been appointed as the Chair of the Foundation Trust Network.

The Chairman advised the meeting had seen discussion on the financial position of a number of Trusts, including a number in the North West, and it was agreed that Monitor appear to have less appetite for risk as they move to intervene sooner. In response to Mr Barnes' enquiry as to the financial cost of the interventions/investigations completed on behalf of Monitor, Mrs Bullock advised the Trust subject to the investigation bore the cost.

The Chairman noted a number of Trusts advised they had undertaken mini-Kehoe inspections and had provided detail on the value of same.

The Chairman also noted a number of Trusts had undergone unannounced inspections by the Care Quality Commission, under the old inspection regime. Mrs Bullock advised the Care Quality Commission were completing unannounced inspections under the old regime in parallel to the more extensive planned inspections under the new regime. Mrs Bullock advised the Trust were due an unannounced inspection prior to 31 March 2014.

The Chairman advised the meeting had also seen discussion on the work of the ITFF.

Resolved

- **To note the Chairman's Report**

GOVERNORS ITEMS

14.02.7.1 Council of Governors Meeting – 30 January 2014

The Chairman referred to the recent Council of Governors meeting noting Mr Hopewell had presented the minutes of the Governor Nominations & Remuneration Committee. The Chairman noted Council had acknowledged his retirement date of 31 March 2014. Mr Hopewell provided detail of the Governor Nominations & Remuneration Committee meetings and the recruitment process.

The Chairman advised the Council meeting had seen a presentation by Mrs Diane Eden, Programme Director for Integrated Care for the Connecting Care Board. The Chairman advised the Council of Governors had requested updates on the programme, going forward.

Dame Pat Bacon referred to the presentation noting both Council support of the vision and the concerns raised in relation to the achievability of the programme. Mrs Bullock advised that the appointment of Mrs Eden as Programme Director had seen the programme gather momentum and also advised of work being undertaken in the short-term to assist in the achievement of the longer term goals. Mrs Bullock noted the Connecting Care Board did not underestimate the difficulty in achieving the vision.

The Chairman advised Mr Park, on presenting the Membership & Communications Committee Meeting minutes, had referred to engagement with Members and the Chairman referred to the subsequent paper circulated by Mr Pitt. The Chairman advised the Board was to consider the paper under Any Other Business.

14.02.7.2 Governor Elections Update

The Chairman advised the Governor elections were currently underway and provided detail of the number of nominations received. Mrs Steele advised the deadline for receipt of nominations was 5pm that evening (3rd February) and noted that there were three Classes for which no nominations had been received.

Resolved

- **To note the report**

CHIEF EXECUTIVE'S REPORT

14.02.8.1 Joint Strategic Collaboration

Mrs Bullock advised a further meeting of the Joint Strategic Collaborative Board had taken place and the workplan agreed. Mrs Bullock advised a number of strategic options reviews were currently underway noting Business Cases would be received on those

programmes of work where it was agreed to proceed. Mrs Bullock advised an update report would be received monthly by the Trust's Executive Management Board with verbal updates to the Board of Directors' meetings.

Mrs Bullock detailed the governance procedures noting a joint virtual project management function would manage the work programme.

In response to Mr Barnes' enquiry as to the process for the Board of Directors receiving sight of the strategic options papers, Mrs Bullock advised Business Cases will be presented to the Board of Directors as appropriate.

Mr Dunn referred to the Council of Governors meeting wherein a Governor had asked as to the purpose of the collaboration enquiring as to whether it would be an opportunity to develop centres of excellence. Mr Dunn suggested the project management function should be mindful of this principle in its management and co-ordination of the work programme.

14.02.8.2 Executive Away Day – Monday, 20 February 2014

Mrs Bullock referred to the recent Executive Away Day noting discussion had taken place on the following key items:

- The work programme between the Trust and University Hospital North Staffordshire NHS Trust and in particular the timescales and reporting arrangements.
- A Senior Leadership Session. Mrs Bullock advised the session was scheduled to take place on the afternoon of Friday, 9 May, following the Clinical Services Strategy Event, and would see discussion on the Annual Plan and the Trust's delivery of same, the AQUA Mortality Review and partnership working
- The Annual Plan and the Annual Report
- The workplan for both the Trust Strategy and the Clinical Services Strategy

Mrs Bullock advised the Executive Team had also received Emergency Preparedness training, delivered by Mr Patrick Wilkinson, Governance Manager.

14.02.8.3 CE Health & Wellbeing Board – 15 January 2014

Mrs Bullock advised she had been unable to attend the meeting and in that regard had no items to report.

14.02.8.4 Connecting Care Board

Mrs Bullock referred to the recent Connecting Care Board noting a presentation had been received from Age UK in relation to a pilot scheme currently being undertaken in Cornwall in relation to integrated care. Mrs Bullock noted it was on a small scale (100 patients) and advised there were no notable financial savings at this stage.

Mrs Bullock advised the need to run the pilot alongside the existing system was acknowledged as pivotal to success.

Mrs Bullock advised the NHS IQ Delivery Support Manager for the Pioneer Bid had been in attendance at the meeting. Mrs Bullock advised the Support Manager was keen to provide assistance in a number of areas including considering best practice and facilitating meetings with regulators.

Mrs Bullock advised the meeting had also seen discussion in relation to the preparation of annual plans and the challenges in relation to the alignment of provider plans with those of the Clinical Commissioning Groups. In relation to the discussion on the Better Care Fund there was recognition that providers have not been engaged to date and a commitment was received they would be engaged going forward.

In response to Chairman's enquiry as to whether there had been discussion in relation to the Eastern Cheshire Consultation and the need for the local authority to work differently across the pan cheshire foot print, Mrs Bullock noted that certain aspects of the Pioneer programme were Pan Cheshire whilst recognising there were unique elements to each of the three cheshire programmes; Eastern Cheshire's Caring Together, Western Cheshire's All Together Better and South Cheshire's Connecting Care.

14.02.8.5 Cheshire & Merseyside Provider CE Meeting

Mrs Bullock referred to the meeting noting there had been an update on the Local Education and Training Boards (LETBs) with focused discussion on annual planning and contracting. Mrs Bullock noted the concerns raised at the meeting in relation to the alignment of annual plans, assumptions and financial forecasting.

14.02.8.6 Mortality Review

In response to Mr Barnes' enquiry as to when the final report on mortality would be available from AQuA, Mrs Bullock advised AQuA had now completed their review and would present a draft of their findings on Tuesday, 11 March 2014. Mrs Bullock noted the final report would be due for release at the end of March 2014.

In response to Mr Dunn's enquiry as to whether the report would be released into the public domain, Dr Dodds advised the final report would be made available to the public through the AQuA website.

Mrs Bullock confirmed the Chairman had been invited to the presentation of the draft findings and noted any areas of concern would be brought to the attention of the Board of Directors prior to the release of the final report.

14.02.8.7 Staff Flu Vaccination Target

Mrs Bullock advised that nationally a staff flu vaccination rate of 75% had been set, with the potential receipt of winter funding for 2014/15 being linked to the achievement of this target.

Mrs Bullock advised she was delighted to note the Trust had achieved 76.27% and asked the Board to record their thanks to those staff who had put in a lot of time and effort to ensure the target had been met. Dr Dodds asked the Board to note the particular effort of Mrs Bullock in achieving this target.

14.02.8.8 Nursing Staff

Mrs Bullock advised that the recently recruited nurses from Spain were now in place and working at the Trust. Mrs Bullock advised a lunch had been organised from 12.30pm to 1.15pm as part of their induction. Mrs Bullock noted the purpose of the lunch was for the Spanish nurses to meet other members of staff and Mrs Bullock invited Board members to attend.

Resolved

- **To note the Chief Executive's Report**
- **To record the thanks of the Board of Directors for all those staff who had worked tirelessly to achieve the Staff Flu Vaccination Target**

MEDICAL DIRECTOR'S REPORT

14.02.9.1 Never Events, Serious Untoward Incidents and RIDDOR Events

Dr Dodds advised there had been no Never Events or Serious Untoward Incidents during the period whilst there had been one RIDDOR event (Reporting of Injuries, Diseases and Dangerous Occurrences).

14.02.9.2 Consultant Appointments

Dr Dodds advised a new Consultant Ophthalmologist had been appointed.

Resolved

- **To note the Medical Director's Report**

QUALITY SAFETY & EXPERIENCE

14.02.10.1 Patient Quality Safety & Experience Report

Mrs Smith presented the report noting the number of formal complaints received for the month of December was 12 and provided detail of the key trends. Mrs Smith advised there were currently three complaints

being reviewed by the Ombudsman with no cases referred during December.

Mrs Smith noted the number of closed complaints advising 3 had been upheld, 7 partially upheld, 3 not upheld and 1 had been withdrawn.

Mrs Smith advised there had been 80 contacts raising concerns and provided detail of the key trends. The Chairman noted communication is a cause of informal complaints and enquired as to whether there was any action the Board could take to support work being undertaken to improve communication. Dame Pat Bacon noted the discussions at the Patient Experience Committee and assured the Board Mrs Sue Pickup, Patient Experience Manager, had implemented a pro-active programme to work with staff on communication which included going on to the wards to work with staff.

Mrs Smith noted there had been 247 formal compliments/thank you's received during December.

Mrs Smith presented the Legal Services Report noting there had been two new clinical negligence claims received. Mrs Smith advised 2 inquests had been concluded in December advising there had been no recommendations or lessons learnt identified from either of these inquests.

Mrs Smith advised there had been 14 new postings on NHS Choices, noting the current star rating for Leighton Hospital (4.5/5) and Victoria Infirmary (5/5).

Mrs Smith also presented the Friends and Family Test Results for December. Mrs Smith noted, in relation to A&E and the Assessment Areas, 18 patients had indicated they would not recommend the Trust and the reasons for same reflected patient experience issues rather than concerns regarding quality of care received.

In relation to the Maternity Services response rate, Dame Pat Bacon enquired as to whether a response was being received to each of the 4 questions. Mrs Smith advised the Trust continued to receive a higher response rate for question 1 in comparison to questions 2 and 3 with the lowest response rate received to question 4. Mrs Smith advised the Trust may need to consider whether texting is the most appropriate method, going forward. The Chairman commented that for this age group texting was a standard form of communication and the Trust should consider how the questions are posed and using text and smart phone technology to make it easier to obtain responses.

In relation to the Patient Safety Monthly Performance Report, Mrs Smith advised of the number of patients who experienced a harm

incident whilst being treated in the Trust against the total number of patients cared for by the Trust in the same period.

Mrs Smith noted the number of Patient Falls Resulting in Harm and Hospital Acquired Pressure Ulcers Resulting in Harm had reduced on the previous month. Mrs Smith advised the Trust's Rolling 12 Month Risk Adjusted Mortality Index was 94 against peer of 92.

Mrs Smith noted the Trust had reported a case of MRSA bacteraemia in December, bringing the total number of cases reported in the current financial year to 3. Mrs Smith noted the cumulative number of *Clostridium difficile* cases was 20 against a target of no more than 15 for the period 2013/14.

Mrs Bullock noted the Health & Social Care Information Centre had released its quarterly report of the Summary Hospital-level Mortality Indicator (SHMI) wherein both the Health Service Journal (HSJ) and The Independent had published articles on the mortality data, in particular weekend SHMI, and included reference to the performance of the Trust. Mrs Bullock referred the Board to previous discussions on the mortality data and the work that the Trust was doing to reduce mortality rates along with the review completed by the Health & Social Care Information Centre and Dr Foster noting the potential for the Trust to be named in the quarterly publications going forward. Mrs Bullock advised she was currently considering what action, if any, could be taken at a national level to accurately reflect the Trusts SHMI to prevent unnecessary negative media. Mrs Bullock advised she would await the outcome of the AQuA report prior to approaching national advisors.

Mrs Bullock advised the Trust were to revert to the original coding method effective 1 April 2014 and discussion took place regarding the financial impact of same on the Trust and the Clinical Commissioning Groups.

Resolved

- **To note the report**

14.02.10.2 Strategic Integrated Governance Committee – 13 January 2014

Dr Dodds presented the minutes noting the item to be raised to the Board of Directors, Board Assurance Framework 2013/14 – Quarter 3 Progress Report would be raised under Agenda Item 12.3.

Dame Pat Bacon enquired as to what action was being taken in relation to the Priority 1 ratings referred to in the minutes wherein Mrs Bullock noted the comment made in relation to the NICE guidance and the overall position of the Priority 1 ratings not being acceptable to the Board of Directors was factually incorrect as the issue had not been

discussed by the Board. Mrs Bullock requested the Strategic Integrated Governance Committee consider the priority 1 ratings and escalate to the Board of Directors if there are any items of concern.

Resolved

- **To note the minutes of 13 January 2014**

14.02.10.3 QuEst Committee – 16 January 2014

Mrs Bullock presented the minutes referring to the Provisional Never Events Data Summary for Q1 and Q2 2013/14. Mrs Bullock noted she and Dr Dodds had spoken to representatives from Salford Royal NHS Foundation Trust who had experienced similar issues. Mrs Bullock advised Salford Royal NHS Foundation Trust had commissioned an external organisation to complete a review of their safety culture and advised they had found the report and support to be invaluable. Mrs Bullock advised the Trust has subsequently been in contact with the external organisation and has also commissioned a similar review. Mrs Bullock advised the Trust would subsequently look to work with Salford Royal NHS Foundation Trust in relation to the learning with the key areas of focus being cultural change, staff and leadership development.

The Board of Directors supported this course of action and in response to Mr Dunn's enquiry as to the timeframe for completion of the initial review and report, Mrs Bullock advised it was anticipated it would be early April 2014.

Mrs Bullock noted the Committee had received a presentation which outlined the new Quality & Safety Improvement Strategy and provided detail of same.

Mrs Bullock referred to the Action Plan utilised by the Trust's Mortality Reduction Group, included in the Board papers. Discussion took place regarding the RAG rating wherein Mr Barnes' enquired as to whether those items RAG rated red were a cause of concern. Mrs Bullock advised that in a number of instances it was where the action had not yet been planned to commence and there was no cause for concern.

Mr Hopewell referred to the Issue 'the levels and coverage of nursing and residential care home beds are sufficient for the needs of the local population' and enquired as to whether there had been any progress with the local Clinical Commissioning Groups in relation to this issue. Dr Dodds advised initial feedback from AQuA, following their review, would suggest there are sufficient beds with the issue being in relation to bed occupancy. Dr Dodds advised further detailed consideration of this issue was required.

Resolved

- **To note the minutes of 16 January 2014**

OPERATIONAL DELIVERY

14.02.11.1 Performance & Finance Committee – 22 January 2014

Mr Oldham advised a presentation had been received in relation to Bank & Agency usage. Mr Oldham advised the low correlation between sickness absence levels and bank and agency usage had led to a review being undertaken which highlighted there were other reasons driving the bank and agency spend other than sickness. Mr Oldham advised the Committee's need to gain a greater understanding of these reasons and to receive assurances prompted the request for the presentation. Mr Oldham advised the Committee were assured by the processes and controls in place.

Mr Oldham noted those items to be raised to the Board of Directors, as follows:

- The Monitor Sector Report which was included as a separate Agenda Item (Agenda Item 12.4)
- Concerns regarding the training trajectory within the Surgery & Cancer Division. Mr Oldham noted the concerns had been raised with the Division and also escalated through the Theatres Project Board. Mrs Bullock advised the issue had been raised at the recent Divisional Quality Performance Review wherein the Division had provided detail of their plan to achieve the trajectory.
- The achievement of the 18 week Referral to Treatment Target in the future for certain specialities. Mr Oldham advised of the work being undertaken by Mrs Frodsham in this regard.
- Mr Oldham also advised of the current fines and penalties for the financial period 2013/14 noting the majority of the sum related to the fines implemented in relation to the *Clostridium difficile* target. In response to Mr Dunn's enquiry as to whether the *Clostridium difficile* target for 2014/15 would take account of performance for 2013/14, Mrs Bullock advised the basis of the calculation of the target is being reviewed nationally and noted she has also had discussions with representatives from Monitor and the Care Quality Commission in relation to how the target could be set nationally. It was noted the discussion with Clinical Commissioning Groups, in relation to the implementation of fines for *Clostridium difficile*, were now concluded wherein the Chairman asked Mr Oldham to again raise the issue. The disappointment of the Board was noted in that the Clinical Commissioning Groups were not willing to re-invest the monies back into the Trust, a practice being carried out widely nationally.

Mrs Bullock noted the Committee's discussion in relation to the Board Assurance Framework (BAF) and suggested the Performance & Finance Committee was not the appropriate committee to review the BAF advising it is an agenda item for the Board Away Day of 17 February 2014. Mr Oldham advised the Committee were to consider in detail the risks for the Performance & Finance Committee rather than the Board Assurance Framework as a whole, however, agreed that this should take place after the Board Away Day discussion, as the BAF was likely to change.

Resolved

- **To note the minutes of 22 January 2014**
- **To raise the issue of fines in relation to *Clostridium difficile* at a future contract meeting MO**

14.02.11.2 Performance Report

Mr Oldham presented the report noting the Cancer targets had been met for the period and advising the Trust continues to deliver the admitted, non-admitted and incomplete referral to treatment targets at an aggregate level. Mr Oldham referred to activity noting the Non-Elective Activity is below plan, however, noted there had been a significant increase in GP referrals to the surgical specialities.

In relation to the financial position, Mr Oldham noted the Trust's Continuity of Service Rating of 4 with financial indicators cumulatively better than plan. Mr Oldham provided detail of the Trust's income and expenditure performance, pay and non-pay costs, contract income, performance against Cost Improvement Programmes, the Capital Programme and the cash position. Mr Oldham provided an update on the trade debtor profile.

In relation to the Cost Improvement Programmes, Mr Dunn referred to the Drug Initiatives and enquired as to why the initiatives are not delivering against expectation. Mr Oldham noted it was multi-factorial and provided an explanation of same.

In relation to Workforce, Mr Oldham noted the position in relation to sickness absence and mandatory training.

Resolved

- **To note the report**

STRONG PROGRESSIVE FT

14.02.12.1 MCHFT Constitution & Standing Financial Instructions

Mr Pitt presented the proposed amendments to the Mid Cheshire Hospitals NHS Foundation Trust Constitution noting the process which had been undertaken to complete the review. Mr Pitt noted legal

advice received had confirmed the Constitution, as amended, is legally constituted and legally compliant. Mr Pitt requested Board approval of the proposed changes and requested Board recommend the final amended document to the Council of Governors, for their approval, at the Council meeting of 10 April 2014. The Chairman mentioned the work that had been undertaken to arrive at the definition of Significant Transactions.

In response to Mr Barnes' enquiry as to the extent the amended Constitution deviated from Monitor's model constitution, Mrs Steele advised Monitor's model constitution had been used as the basis of a significant number of changes within the Trust's Constitution and in this regard the changes in the Trust's Constitution reflected those changes in Monitor's model version.

Mr Oldham presented the Standing Financial Instructions which formed part of the Corporate Governance Handbook noting he had met with Mrs Steele to ensure the potential amendments to the Trust's Constitution were reflected in the Standing Financial Instructions and Corporate Governance Handbook.

Mr Oldham referred to the Authorisation of Requisitions for Revenue Expenditure and Authorisation of Building Contractors or Requisitions for Capital Expenditure noting the highest authorisation level on each would require Board of Director approval prior to signature/sign off by the Chief Executive and Director of Finance & Strategic Planning. Mr Oldham noted the Financial Instructions would be amended to reflect this.

In this discussion that followed it was agreed to approve the proposed amendments to both the Trust's Constitution and Standing Financial Instructions subject to the amendment noted above and a number of typographical/style changes.

Resolved

- **To approve the proposed amendments to the Trust's Constitution subject to any typographical/style changes**
- **To recommend the Constitution to the Council of governors for their consideration and approval**
- **To approve the amendments to the Standing Financial Instructions subject to any typographical/style changes and a reference to the highest authorisation levels noted being subject to Board approval.**

14.02.12.2 Request for the use of the Trust Seal

Mr Oldham presented the paper noting the detail of the request for the use of the Seal. Mr Oldham advised the seal had been applied in accordance with the Trust's Constitution.

Resolved

- **To note the use of the Trust Seal**

14.02.12.3 Board Assurance Framework – Q3 Report

Dr Dodds presented the Board Assurance Framework Quarter 3 Progress Report for noting.

In response to Mr Barnes' comments in relation to the risk rating against a number of the risks it was noted detailed discussion on the content of the Board Assurance Framework including the ratings would take place at the Board Away Day scheduled for 17 February 2014.

Resolved

- **To note the Progress Report**
- **To discuss the detail of the Board Assurance Framework at the Board Away Day of 17 February 2014**

14.02.12.4 Monitor Report on the Performance of the Foundation Trust Sector – 6 Months ended to 30 September 2013

Mr Oldham presented the sector report which he noted provided context to the Trust's performance.

Mr Oldham noted Monitor's concerns nationally in relation to the Referral to Treatment Targets for Cancer, Accident & Emergency, Clostridium *difficile*, financial performance and Cost Improvement Programmes.

Mr Hopewell referred to Monitor's previous concerns regarding the sustainability of small District General Hospitals and noted that the same key issues were affecting Trusts regardless of size.

The Chairman requested Mr Oldham share the document, for information purposes, with the local Clinical Commissioning Groups.

Resolved

- **To note the report**
- **To share the report with the local Clinical Commissioning Groups MO**

FIT FOR PURPOSE INFRASTRUCTURE

14.02.13.1 Infrastructure Development Committee Minutes – 13 January 2014

Mr Oldham presented the minutes noting the two items to be raised to the Board of Directors. Mr Oldham noted the discussion in relation to cultural change would form part of the agenda for the Board Away Day scheduled for 17 February 2014. Mr Oldham also advised the Committee recommended the Capital Programme 2014/14 – 2018/19 is incorporated in the Annual Plan for Board of Director sign off.

Mr Oldham also advised the Capital Programme had been reviewed following discussion of same at the Board Away Day of 16 December 2013.

Resolved

- **To note the minutes of 13 January 2014**

14.02.14 LEGAL ADVICE

Mrs Bullock advised of three requests for legal advice providing detail of same.

Resolved

- **To note the report**

VISITS OF ACCREDITATION, INSPECTION OR INVESTIGATION

14.02.15.1 Security Management Inspection – 26 February 2014

Mrs Bullock confirmed the external review would take place on 26 February 2014

14.02.15.2 Cheshire West and Chester Local Safeguarding Children's Service

Mrs Bullock advised the service had undergone an Ofsted and Care Quality Commission review and as part of this some aspects of the Trust had also been reviewed. Whilst the formal report was awaited verbal feedback received to date advised there were no concerns in relation to the activities undertaken by the Trust.

Resolved

- **To note the report**

14.02.16.1 BOARD ACTIONS

After discussion, it was agreed to remove the action relating to the provision of indemnity cover. It was noted it was anticipated the cost of NHSLA insurance for the financial period 2014/15 would reduce.

Resolved

- **To approve the schedule of Board of Directors' actions subject to the removal of the action relating to the provision of indemnity cover**

ANY OTHER BUSINESS

14.02.17.1 Monitor Investigation into Specialist Cancer Services

Mrs Bullock advised Monitor had now closed its investigation into the commissioning of specialist cancer surgery services in Greater Manchester and Cheshire after NHS England confirmed it is developing a new service specification and process that will comply with the

applicable rules. Mrs Bullock advised Monitor has published guidance for commissioners based on the lessons learned from the investigation.

14.02.17.2 Maternity Services

Mrs Bullock advised Maternity Services at the Trust had been on divert twice in the previous week. Mrs Bullock advised that in both instances the escalation policy had been followed.

14.02.17.3 Member Feedback

Mr Pitt referred to the paper previously circulated in relation to potential discussion themes for Governor engagement with Members and opportunities to collect Member feedback. In the discussion that followed it was agreed that those areas detailed were reasonable areas for discussion.

TIME, DATE AND PLACE OF FORTHCOMING MEETINGS

A Board of Directors meeting, in public, at 9.30am on Monday, 3 March 2014

Signed

Chairman

Date