

DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

**Held in the Boardroom, Trust Headquarters, Bramble House, Kingsway Site, Kingsway, Derby,
DE22 3LZ**

On Wednesday, 27th July 2011

MEETING HELD IN PUBLIC

Opened: 2.00 pm

Closed: 2.50 pm

PRESENT:

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| Alan Baines | Chairman |
| Kathryn Blackshaw | Deputy Chief Executive/Executive Director of Business Strategy |
| Graham Foster | Non-Executive Director |
| Mick Martin | Deputy Chairman/Senior Independent Director |
| Mike Shewan | Chief Executive |
| Tony Smith | Non-Executive Director |
| John Sykes | Executive Medical Director |
| Tim Woods | Executive Director of Finance |
| Graham Gillham | Director of Corporate and Legal Affairs |
| Helen Issitt | Director of Workforce & Organisational Development |

IN ATTENDANCE

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| Alison Baker | Executive Business Assistant (Minute Taker) |
| John Shelton | Derbyshire Voice Representative |
| Dave Waldram and two other members of the public | |

APOLOGIES:

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| Paul Lumsdon | Executive Director of Nursing and Quality |
| Ifti Majid | Executive Director of Operations, Performance and IM&T |
| Maura Teager | Non-Executive Director |
| Lesley Thompson | Non-Executive Director |

**DHCFT
2011/55**

OPENING REMARKS

The Chairman welcomed those present to the meeting. The Board formally noted the following interests for disclosure in the Register of Interests from 1 July 2011:

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| Alan Baines, Chairman | } Chairman of CIPFA Business Limited Non-Executive Director of the British Veterinary Association |
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**DHCFT
2011/56**

MINUTES OF THE MEETING OF DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST, HELD ON 29TH JUNE 2011

The minutes from the meeting of Derbyshire Healthcare NHS Foundation Trust, held on 29th June 2011, were approved with one amendment:

DHCFT 2011/51 Update on the Strategy for the Trust Estate 2009 – 2013

To amend the first resolution by the Board as follows:

RESOLVED:

- ***To approve the report on implementation of the Estates Strategy.***

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| <p>DHCFT 2011/57</p> | <p><u>MATTERS ARISING – ACTIONS MATRIX</u></p> <p><i><u>DHCFT 2011/13 Draft Communications and Engagement Strategy</u></i> Kathryn Blackshaw confirmed Communications & Marketing Strategy would be brought before the Board of Directors in September. A separate Engagement Strategy would be produced by Harinder Dhaliwal, Assistant Director of Engagement, for January 2012.</p> <p><i><u>DHCFT 2011/53 Integrated Performance and Activity Summary</u></i> The action was deferred in Ifti Majid’s absence.</p> |
| <p>DHCFT 2011/58</p> | <p><u>QUALITY OVERVIEW AND UPDATE – MICK MARTIN</u></p> <p>In his overview and update on quality, Mick Martin concentrated on the need to review the format of Quality Visit and use the feedback from service users to help articulate the steps required to move from ‘full compliance’ to ‘excellent’.</p> <p>The methods for capturing areas of good practice amongst teams were also discussed and Helen Issitt reminded the Board that a Quality Showcase on 14th November would see those teams awarded ‘gold’ award standard sharing best practice and cross learning to others. It was hoped the event would be well attended by Governors, commissioners and stakeholders.</p> |
| <p>DHCFT 2011/59</p> | <p><u>CARE QUALITY COMMISSION REPORT - MIKE SHEWAN/JOHN SYKES</u></p> <p>Mike Shewan introduced the report from the Care Quality Commission, following their visits to the Hartington Unit on 31st March and 13th April 2011. The report was very positive, with only two minor areas for improvement identified. An action plan was being produced, the implementation of which would be monitored by the Quality Governance Committee.</p> <p>The Board of Directors were delighted with such a positive report and the submission of a press release would be explored.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To note the positive outcome of the visit. ➤ To agree for the Quality Governance Committee to receive further updates on the action plan. |
| <p>DHCFT 2011/60</p> | <p><u>INTEGRATED PERFORMANCE AND ACTIVITY SUMMARY – TIM WOODS</u></p> <p>Tim Woods was pleased to report that the Trust’s performance against Monitor targets for month 3 was fully “green” and specific areas of positive and less positive performance were highlighted.</p> <p>Completion of compulsory training was discussed and Helen Issitt confirmed a range of options were being considered. Logistical difficulties were also being addressed with the provider of the e-learning system.</p> <p>The benchmarking data was considered and showed the Trust continued to remain static against other Trusts.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To confirm the Board of Directors was satisfied that plans were in place and were sufficient to ensure ongoing compliance with all existing targets, national core standards and all known targets in 2011/12. |

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| <p><i>The Chairman announced the August meeting had been cancelled and thanked those present for their attendance. He requested, in accordance with the Trust's Standing Orders, that representatives of the press and members of the public be excluded from the remainder of the meeting having regard to the confidential nature of the business to be transacted, the publicity on which would be prejudicial to the public interest. A five minute adjournment was therefore called.</i></p> |
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Date and time of next meeting

Date of next scheduled meeting

Wednesday, 28th September 2011 at 2.00 pm in the Boardroom, Trust Headquarters, Bramble House, Kingsway Site, Kingsway, Derby, DE22 3LZ

Note – August meeting cancelled