

**DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST**

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS**

**Held in the Haddon Room, Barcelo Buxton Palace Hotel, Palace Road, Buxton, Derbyshire,  
SK17 6AG**

**On Wednesday, 29<sup>th</sup> June 2011**

**MEETING HELD IN PUBLIC**

Opened: 2.05 pm

Closed: 3.30 pm

**PRESENT:**

Alan Baines	Chairman
Kathryn Blackshaw	Deputy Chief Executive/Executive Director of Business Strategy
Graham Foster	Non-Executive Director
Paul Lumsdon	Executive Director of Nursing and Quality
Ifti Majid	Executive Director of Operations, Performance and IM&T
Mick Martin	Deputy Chairman/Senior Independent Director
Mike Shewan	Chief Executive
Tony Smith	Non-Executive Director
John Sykes	Executive Medical Director
Lesley Thompson	Non-Executive Director
Tim Woods	Executive Director of Finance
Helen Issitt	Director of Workforce & Organisational Development

**IN ATTENDANCE**

Alison Baker	Executive Business Assistant (Minute Taker)
Mark Crossley	Council of Governors
Dr Allan Johnstone	Consultant Psychiatrist, Crisis Team
John Shelton	Derbyshire Voice Representative
Keith Turner	Head of Estates and Facilities (Item DHCFT 2011/51)

**APOLOGIES:**

Graham Gillham	Director of Corporate and Legal Affairs
Maura Teager	Non-Executive Director

<b>DHCFT 2011/46</b>	<b><u>OPENING REMARKS</u></b>  The Chairman welcomed those present to the meeting. No declarations of interest were recorded.
<b>DHCFT 2011/47</b>	<b><u>MINUTES OF THE MEETING OF DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST, HELD ON 25<sup>TH</sup> MAY 2011</u></b>  The minutes from the meeting of Derbyshire Healthcare NHS Foundation Trust, held on 25 <sup>th</sup> May 2011, were approved.
<b>DHCFT 2011/48</b>	<b><u>MINUTES OF THE MEETING OF DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST, HELD ON 3<sup>RD</sup> JUNE 2011</u></b>  The minutes from the meeting of Derbyshire Healthcare NHS Foundation Trust, held on 3 <sup>rd</sup> June 2011, were approved.

<p><b>DHCFT 2011/49</b></p>	<p><b><u>MATTERS ARISING – ACTIONS MATRIX</u></b></p> <p><i><u>DHCFT 2011/31 Safeguarding Vulnerable Adults and Children Annual Report</u></i> The topics of safeguarding and 'lessons learnt' from serious case reviews had been included on the Board Development Session agenda for the September meeting.</p> <p><i><u>DHCFT 2011/45 Any Other Business</u></i> In Graham Gillham's absence, it was noted that the presentation to the Council of Governors by the external auditor, had been scheduled for 6<sup>th</sup> September 2011. The date for the Annual Public Meeting and Staff Awards Ceremony had been confirmed as 29<sup>th</sup> September 2011.</p> <p>The Chairman referred to the circulation of the final Quality Account 2010/11 and it was confirmed that the Board of Directors formally approved the final document (see minute reference DHCFT 2011/44).</p>
<p><b>DHCFT 2011/50</b></p>	<p><b><u>QUALITY OVERVIEW AND UPDATE – MICK MARTIN</u></b></p> <p>In his quality overview, Mick Martin referred to the recent Board Away Day on 15<sup>th</sup> June 2011 and the Trust's ambition to be a world class healthcare organisation. The implications of this ambition would need to be fully explored:</p> <ul style="list-style-type: none"> <li>➤ A clear strategy, moving from a culture of defence against risks to one of attacking opportunities.</li> <li>➤ Understanding the root cause with a common methodology applied across all areas of performance.</li> <li>➤ Defining care pathways and 'who is doing what'.</li> <li>➤ Ensuring the vision and ambition is understood by all staff.</li> <li>➤ Campaigning and marketing the specialist service offered by the Trust.</li> <li>➤ Increased focus to address dignity and stigma.</li> <li>➤ Harnessing the skills of the workforce and the Council of Governors to problem solve and formulate new ideas.</li> </ul> <p>Further work was required to formulate an action plan in order to become a world class healthcare organisation.</p>
<p><b>DHCFT 2011/51</b></p>	<p><b><u>UPDATE ON THE STRATEGY FOR THE TRUST ESTATE 2009 - 2013 – KEITH TURNER/TIM WOODS</u></b></p> <p>Tim Woods introduced progress against the Estate Strategy, which was developed in 2009. Keith Turner explained in detail the areas of performance, including an update on leased properties, refurbishment projects and disposal of buildings and the Board of Directors were pleased to note the positive progress made.</p> <p>The 'step change' approach, discussed at the Board Away Day, would require the Estate Strategy to be revised to take account of the changing climate and the Trust's vision for the future estate rationalisation programme. This would include a refresh of the patient services mapping exercise to ensure service provision was geographically suitable. It was also important to consider the wider health &amp; social care system in Derbyshire to explore 'win win' solutions through partnership working. A clearly defined process would be required involving patients, carers, and stakeholders to re-profile and shape services in the best way possible. New ways of working and mobile working for staff would also help the estates rationalisation programme to be delivered.</p>

	<p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>➤ To approve the report on implementation of the Estates Strategy.</li> <li>➤ To receive a refreshed Estate Strategy at the November meeting of the Board of Directors.</li> </ul>
<p><b>DHCFT 2011/52</b></p>	<p><b><u>PROGRESS REPORT ON THE IMPLEMENTATION OF PAYMENT BY RESULTS IN MENTAL HEALTH – IFTI MAJID/TIM WOODS</u></b></p> <p>Ifti Majid explained the different classifications of the 21 clusters in the PbR (Payment by Results) project. As a result of significant effort by clinicians, the Trust had reached 95% of its yearly target for ensuring the allocation of all service users to a defined cluster.</p> <p>The next stage of the process was to maintain the clusters, which would involve investment in time and IM&amp;T (Information Management and Technology). This would also see an opportunity to use the clustering information as part of transformational change to shape services. A proactive approach was being taken and discussions had already commenced with general practitioners to explore where patients from a particular cluster could be seen. The uncertainty in the health community regarding commissioning intentions was not helpful but progress was being made.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>➤ To receive the progress report and note its contents.</li> <li>➤ To receive further updates as appropriate.</li> </ul>
<p><b>DHCFT 2011/53</b></p>	<p><b><u>INTEGRATED PERFORMANCE AND ACTIVITY SUMMARY – IFTI MAJID/TIM WOODS</u></b></p> <p>Ifti Majid reported the Trust’s achievements against the targets set out in the Monitor Compliance Framework.</p> <p>An explanation was provided in relation to the Early Intervention ‘red’ target, due to fluctuations in referrals. The Board of Directors were advised that the June data showed the target had been met and the quarterly return to Monitor was expected to be positive. Ifti Majid agreed to provide a year on year comparison to aid understanding.</p> <p>The Board of Directors were informed of a confirmed case of Clostridium Difficile during May. The patient concerned had responded well to treatment and no further infections had been reported.</p> <p>Targets for compulsory training completion needed further work and Helen Issitt confirmed the action being taken to address non-attendance. Further explanation was also provided with regard to Return to Work interview completion and Firstcare Reporting. ESR (Employee Staff Record) links for the new Children’s Service staff were being put in place, and training offered on how the system works.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>➤ To note the performance to date.</li> <li>➤ To receive a year on year comparison for Early Intervention achievement.</li> </ul>

<p><b>DHCFT 2011/54</b></p>	<p><b><u>DRAFT MINUTES FROM THE COUNCIL OF GOVERNORS MEETING, HELD ON 2<sup>ND</sup> JUNE 2011</u></b></p> <p>The draft minutes from the Council of Governors meeting, held on 2<sup>nd</sup> June 2011, were received for information. The Chairman outlined the main areas of business covered and confirmed the next meeting would be held on 6<sup>th</sup> September 2011.</p>
	<p><i>The Chairman thanked those present and 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>

**Date and time of next meeting**

**Date of next scheduled meeting**

**Wednesday, 27<sup>th</sup> July 2011 at 2.00 pm in the Boardroom, Trust Headquarters, Bramble House, Kingsway Site, Kingsway, Derby, DE22 3LZ**