

DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

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

On Wednesday, 25th May 2011

MEETING HELD IN PUBLIC

Opened: 2.00 pm

Closed: 3.15 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
John Sykes	Executive Medical Director
Maura Teager	Non-Executive Director
Lesley Thompson	Non-Executive Director
Tim Woods	Executive Director of Finance
Graham Gillham	Director of Corporate and Legal Affairs
Helen Issitt	Director of Workforce & Organisational Away

IN ATTENDANCE

Alison Baker Executive Business Assistant (Minute Taker)
Two members of the public

APOLOGIES:

Tony Smith Non-Executive Director

DHCFT 2011/35	<u>OPENING REMARKS</u> The Chairman welcomed those present to the meeting. Graham Gillham recorded two declarations of interest on behalf of the Chairman, although no current transactions were noted: <ul style="list-style-type: none">➤ Business Coach for PERA, The Innovation Network➤ Finance Director and Shareholder with Critical Pharmaceuticals Limited
DHCFT 2011/36	<u>MINUTES OF THE MEETING OF DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST, HELD ON 27TH APRIL 2011</u> The minutes from the meeting of Derbyshire Healthcare NHS Foundation Trust, held on 27 th April 2011, were approved.
DHCFT 2011/37	<u>MATTERS ARISING – ACTIONS MATRIX</u> <i>DHCFT 2011/27 Workforce Plan 2010 – 2015</i> Helen Issitt confirmed comments had been received from Board members on the content of the Workforce Plan and these were being incorporated accordingly.

<p>DHCFT 2011/38</p>	<p><u>QUALITY OVERVIEW AND UPDATE – MICK MARTIN</u></p> <p>In his quality overview, Mick Martin concentrated on the importance of using feedback from patient experiences to drive the quality agenda. Kathryn Blackshaw and Lesley Thompson were undertaking a review of the Improving Patient Experience Committee with Mark Ridge (Head of Patient Experience) and a number of strands of work were also underway to develop the links between patient experience and staff/community engagement, including the Values to Leadership Programme.</p> <p>The Board of Directors agreed to set time aside at the upcoming Board Away Day to discuss patient experience and quality in more detail.</p>
<p>DHCFT 2011/39</p>	<p><u>DRAFT QUALITY ACCOUNT 2010/11 – PAUL LUMSDON</u></p> <p>Paul Lumsdon presented the first draft of the Quality Account 2010/11, which had also been forwarded to NHS Derbyshire County for comments. It was noted that some sections of the document were prescribed in terms of Audit and Monitor requirements and a simplified version would be produced for broader circulation to members and service users. The priorities for audit would be discussed at the Council of Governors meeting on 2nd June 2011.</p> <p>Further comments would be taken outside the meeting.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To consider the first draft of the Quality Account 2010/11.
<p>DHCFT 2011/40</p>	<p><u>COMMISSIONING FOR QUALITY AND INNOVATION (CQUIN) AGREEMENTS REPORT 2010/11 – PAUL LUMSDON</u></p> <p>Paul Lumsdon was pleased to inform the Board of Directors that all 18 CQUIN agreements had been fully met for 2010/11. For 2011/12, 10 CQUIN agreements had been confirmed and the Trust would continue to strive for excellence to achieve the agreements set. The Board extended its thanks to those concerned in achieving the targets and the Chairman confirmed his intention to write and thank everyone involved personally.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To note the excellent achievement for 2010/11 and continue to strive for excellence in 2011/12.
<p>DHCFT 2011/41</p>	<p><u>PROGRESS AGAINST ‘DID NOT ATTEND’ (DNA) TARGETS FOR CONSULTANT OUTPATIENT APPOINTMENTS – JOHN SYKES</u></p> <p>John Sykes provided an update on the progress made to address unacceptably high DNA rates for consultant outpatient appointments. The system changes and additional proposals were outlined, together with the projected timescale. A significant level of engagement with consultants and medical teams had resulted in support for the new ways of working and initial consultation with general practitioners and stakeholders had helped formulate plans for the Away of a stepped care approach to service delivery models. The Board of Directors acknowledged that the approach taken to date was starting to affect DNA rates, albeit slowly, and noted a recent benchmarking report published by the Audit Commission rated the Trust in the mid-range for DNA rates. It was agreed that further time would be spent</p>

	<p>discussing the future plans for DNA reduction at the upcoming Board Away Day.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To acknowledge the progress made to date. ➤ To support the further action proposed. ➤ To set time aside at the Board Away Day on 15th June 2011 for further discussion.
DHCFT 2011/42	<p><u>INTEGRATED PERFORMANCE AND ACTIVITY SUMMARY – IFTI MAJID</u></p> <p>Ifti Majid confirmed the Trust continued to fully achieve the targets set out in the Monitor Compliance Framework. Benchmarking information had been included in the report, which showed the Trust as best in the country for delayed transfers of care and second best for Mental Health Minimum Data Set completeness. Examples of benchmarking data would continue to be provided on a monthly basis and a detailed drill down of ‘real time’ performance and activity data would be presented later in the meeting during the confidential session.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To note the performance to date. ➤ To receive detailed ‘real time’ performance and activity data in the confidential session of the Board meeting.
	<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

Extraordinary meeting on Friday, 3rd June 2011 at 12.30 pm in the Boardroom, Trust Headquarters, Bramble House, Kingsway Site, Kingsway, Derby, DE22 3LZ (to adopt the 2010/11 Annual Accounts)

Wednesday, 29th June 2011 at 2.00 pm at the Barcelo Buxton Palace Hotel, Palace Road, Buxton, Derbyshire, SK17 6AG