

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, 19th December 2012

MEETING HELD IN PUBLIC

Opened: 2.00 pm

Closed: 2.35 pm

PRESENT:

Alan Baines	Chairman
Kathryn Blackshaw	Acting Chief Executive
Graham Foster	Non-Executive Director
Paul Lumsdon	Chief Nurse/Executive Director of Nursing and Quality
Ifti Majid	Executive Director of Operations, Performance and IM&T
Mick Martin	Deputy Chairman/Senior Independent Director
Tony Smith	Non-Executive Director
John Sykes	Executive Medical Director
Maura Teager	Non-Executive Director
Lesley Thompson	Non-Executive Director
Claire Wright	Executive Director of Finance
Graham Gillham	Director of Corporate and Legal Affairs
Helen Marks	Director of Workforce & Organisational Development

IN ATTENDANCE:

Alison Baker (minutes) Personal Assistant to Chairman and Chief Executive/Office Manager

And 2 members of the public

APOLOGIES:

None

**DHCFT
2012/124**

OPENING REMARKS

The Chairman welcomed those present to the meeting. There were no declarations of interest from Board members.

The Board of Directors passed on its congratulations to Claire Wright on her appointment to the post of Executive Director of Finance.

The Chairman also extended the Board of Directors' thanks to Kathryn Blackshaw, who was due to leave the Trust at the end of December to take up the post of Portfolio Director with the Trust Development Authority, NHS Midlands and East. The Board were extremely grateful to Kathryn Blackshaw for her hard work, especially during her period as Acting Chief Executive, and wished her well for her new role.

**DHCFT
2012/125**

MINUTES OF THE MEETING OF DERBYSHIRE HEALTHCARE NHS FOUNDATION TRUST, HELD ON 28TH NOVEMBER 2012

The minutes from the meeting of Derbyshire Healthcare NHS Foundation Trust, held on 28th November 2012, were approved.

<p>DHCFT 2012/126</p>	<p><u>MATTERS ARISING – ACTIONS MATRIX</u></p> <p><i><u>DCHFT 2011/13 DRAFT COMMUNICATIONS AND MARKETING STRATEGY</u></i> Kathryn Blackshaw confirmed that Sarah Carter, Assistant Director of Business Strategy, had scheduled a meeting with Steve Trenchard, Chief Executive Designate, to discuss the Communications and Marketing Strategy in January.</p>
<p>DHCFT 2012/127</p>	<p><u>CHIEF EXECUTIVE’S OVERVIEW AND UPDATE, INCLUDING EXECUTIVE LEADERSHIP TEAM FEEDBACK – KATHRYN BLACKSHAW</u></p> <p>i) Kathryn Blackshaw referred to the additional paper that had been circulated with the public Board papers: Memorandum of Understanding (MoU) between Chief Executives of partner organisations to deliver integrated working in Derbyshire. This was in readiness for the meeting of Chief Executives, due to take place on 1st February 2013, which would be attended by Steve Trenchard, Ifti Majid, and John Sykes. In response to Lesley Thompson, Kathryn Blackshaw explained that the MoU would not interfere with any organisation making their statutory decisions and that each partner organisation recognised their respective statutory responsibilities and independence, but would always seek to collaborate and cooperate in delivering integrated working for the Derbyshire population. Ifti Majid added that the MoU was in line with the 21st Century Principles which the Board had already signed up to. The Board of Directors confirmed their support to the MoU and this was signed by Kathryn Blackshaw.</p> <p>ii) Kathryn Blackshaw referred to the postcard that had been circulated by Derbyshire Voice in recent weeks regarding the proposals from Derby City Council to cease the £16,500 funding provided to Derbyshire Voice from 1st April 2013. The Board of Directors recognised the high value of the support provided to service users and carers by Derbyshire Voice and were concerned about the potential impact of these cuts. It was agreed that a letter of support for Derbyshire Voice would be sent from the Trust to Derby City Council, asking them to reconsider their proposals. The link to an online petition of support for Derbyshire Voice would also be circulated to the Board and Council of Governors.</p> <p>iii) Lastly, Kathryn Blackshaw acknowledged the significant achievements put in place by the Board of Directors, and outlined the key changes made by each Director.</p> <ul style="list-style-type: none"> ➤ John Sykes – led the work on revalidation of Doctors with support from Helen Marks, along with recruitment and development of new consultants. ➤ Paul Lumsdon – launched the core care standard, multi-professional strategy, nursing standards and refreshed the quality framework, along with the recent steps taken to establish the Trust’s research and development centre. ➤ Ifti Majid – amongst many other areas of strong performance, a sustained control of the Trust’s financial position through the cost improvement programme and work of the Programme Office, whilst maintaining quality of care. These achievements alone had resulted in the Trust being externally recognised as leading in this field. Since authorisation as a Foundation Trust, the organisation had also continued to report “green” for all Monitor targets each month. ➤ Helen Marks – the development and progress with the Leadership Strategy and People Strategy, both of which had resulted in strong support and engagement from staff. ➤ Claire Wright – shown strong performance during the period as Acting Director of Finance, culminating in her appointment to the substantive Executive Director of Finance post.

	<p>At the 4E's (Equalities, Experience, Engagement and Enablement Committee) the previous day, Catherine Ingram from Derbyshire Voice had pledged to continue the legacy left by Kathryn Blackshaw, which demonstrated the strong links that had been formed and the significant level of support for the Trust's work.</p> <p>To sum up, Kathryn Blackshaw emphasized that, although the Trust had a challenging time ahead, the organisation was well placed through the skills of its Board of Directors to ensure success.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To receive and note the contents of the report.
DHCFT 2012/128	<p><u>FINANCIAL OVERVIEW (MONTH 8) 2012/13 – CLAIRE WRIGHT</u></p> <p>Claire Wright was pleased to report no exceptions at month 8 and confirmed that the Trust continued to record a financial risk rating of '4', continuing on its planned trajectory to meet all its key financial targets at year end. In light of the comments received from the Council of Governors, the cash graph in the report had been revised.</p> <p>In response to Lesley Thompson, Claire Wright said the Trust would be managing multiple priorities through its strategy, but the final tariff and planning work would not be completed until the NHS Operating Framework had been published. Once received, options would be presented to the Board of Directors for discussion and decision.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> ➤ To acknowledge the current financial performance of the Trust.
DHCFT 2012/129	<p><u>QUALITY OVERVIEW AND UPDATE – MAURA TEAGER</u></p> <p>Maura Teager echoed the points made earlier by Kathryn Blackshaw in relation to the Trust's strong emphasis on quality of care and patient experience, but added that this would need to be maintained, particular in light of the recent reviews into Winterbourne View and Mid Staffordshire NHS Foundation Trust. The challenge for the Trust would be to ensure its governance processes reflected the highest scrutiny and it was noted that Paul Lumsdon had scheduled discussions with key stakeholders in early January in readiness for the annual review of the organisation's governance structure.</p>
DHCFT 2012/130	<p><u>ANY OTHER BUSINESS – ALAN BAINES</u></p> <p>The Chairman wished the members of the public a Happy Christmas and New Year and advised that, from January 2013 onwards, the public Board meetings would commence at 1.00 pm instead of 2.00 pm.</p>
	<p><i>The Chairman 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, 30th January 2013 at 1.00 pm
Boardroom, Trust Headquarters, Bramble House, Kingsway, Derby, DE22 3LZ