

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF
HAMPSHIRE HOSPITALS NHS FOUNDATION TRUST ("HHFT") HELD IN PUBLIC

HELD ON 28 OCTOBER 2016 AT 14.15HRS AT THE ARK, BASINGSTOKE

PRESENT:

Elizabeth Padmore	Chairman	"Chairman"
Mary Edwards	Chief Executive Officer	"ME"
Malcolm Ace	Chief Financial Officer	"MA"
Andrew Bishop	Chief Medical Officer	"AJB"
Donna Green	Chief Operating Officer/ Chief Nurse	"DG"
Julie Maskery	Director of Transformation and Performance	"JM"
John MacMahon	Non-Executive Director	"JMM"
Jeff Wearing	Non-Executive Director	"JW"
Philip Whitehead	Non-Executive Director	"PW"
Gary McRae	Non-Executive Director	"GM"
Nicola Horlick	Non-Executive Director	"NH"
Paul Musson	Non-Executive Director	"PM"
Jane Tabor	Non-Executive Director	"JT"

IN ATTENDANCE:

Lauren Wagner	Company Secretary & General Legal Counsel	"LW"
John Haynes	Head of Contracting	"JH"
Mike Aaronson	Observer	"MAS"

96/16 APOLOGIES FOR ABSENCE

There no apologies for absence.

97/16 DECLARATIONS OF INTERESTS

PW made a declaration that Danaher Corporation, of which he is the Vice President and Chairman of the European Board, has acquired Phenomenex Inc., a diagnostic company. **ACTION**
LW was instructed to update the register of interests.

98/16 PATIENT STORY

Non-Executive Directors have recently conducted a number of walk arounds on all three hospital sites and some spoke about their experiences. JMM had walked around the estate at BNHH with the Associate Director of Estates, which had given assurance that whilst some parts of the estate are in need of repair, the buildings and equipment are maintained in an efficient, safe and workable condition.

GM had visited AWMH and had been very impressed by the Clinical Matron there, who had made it clear that patient care and safety are paramount.

JT and PM, as new Non-Executive Directors, spoke about their initial observations and both

had been struck by the professionalism and enthusiasm of the staff.

99/16 MINUTES OF A MEETING OF THE BOARD OF DIRECTORS HELD ON 30 SEPTEMBER 2016

There was a typographical error at paragraph 93/16, where the second paragraph should read £1.4m above plan and not £0.2m

Subject to this amendment, the minutes were agreed as a true record of the meeting.

100/16 MATTERS ARISING

All matters arising were confirmed as completed.

101/16 CHAIRMAN'S REMARKS

The Chairman noted that the Medical and Operations Directors of the Surgical Division had presented to the Board earlier, which was a helpful insight into the work of their division.

Congratulations were given to Donna McCormack, the EFM Services Co-ordinator at AWMH, who recently won a Service Award at the Pride of Andover Awards. One of the volunteers had also won a Heart of Gold Award.

The Health Focus Event in Andover on 11 October had been well attended, with Dr Aldington presenting. The next event is on 6 December with Dr Thomas presenting.

102/16 CHIEF EXECUTIVE'S REPORT

The Board noted the content of the report earlier circulated by ME.

NHSI's regulatory risk rating mechanism has changed, with the Trust ending the old system with a green rating and under the new system, has a rating of "2", on a scale of 1 to 4 with 1 being the highest.

The work by the Executive team and staff in improving ED performance was recognised.

The work of the STP on reaching a decision by the end of January on the Trust's proposal to build a Critical Treatment Hospital was discussed. The Non-Executive Directors expressed concern about another review being conducted when the Trust itself has provided a huge amount of information on the plans.

The Step Into Health Programme and the visit of HRH Prince William was discussed, particularly the benefits to both the military personnel seeking employment and the Trust.

The Board noted that the annual Nurse Badge Ceremony had been held and sent its congratulations to those newly qualified.

The Board were informed that some of the Freedom To Speak Up Guardians have attended their national training sessions, with the rest to follow.

The Board noted the content of the report earlier circulated by AJB.

The items on the Quality Scorecard with a “red” rating were reviewed.

A discussion was held on the graph showing the rate of hospital acquired pressure ulcers, with assurance given to the Board that an increase in the incidence of grade 2 ulcers does not necessitate an increase in the incidence of grade 3 and 4 ulcers, as a lot of preventative work has been done.

A discussion was held on the graph showing the percentage of in-patient medicines reconciled within 48 hours, with AJB providing an explanation on the clinical importance of this measure.

The trend shown in the HSMR and SHMI data was discussed.

The national and local clinical audit summary was reviewed, noting that HHFT has performed better than the national average in the audit of hip fracture care.

The patient safety alerts summary was reviewed, which provides assurance around safety.

The SIRIs were noted, having been discussed in detail earlier.

104/16 SAFER STAFFING REPORT

The Board noted the content of the report earlier circulated by DG.

105/16 WORKFORCE UPDATE

Janet Polson, the Associate Director of HR, attended the meeting to present the report.

An update on the impact of the new recruitment system, TRAC, was provided.

The launch of a number of recruitment campaigns was explained.

A team of staff are supporting the nursing revalidation requirements and there are no concerns that these requirements are affecting recruitment or retention. Work is also being done to support overseas nurses coming into post to reduce the administrative burden of qualification in the UK, whilst still maintaining the highest standards of care.

The achievement of the SEQOHS accreditation by the Health4Work Service was congratulated.

The Board discussed the concerns expressed by staff side on perceived bullying and harassment. It was noted that there is no correlating increase in the number of grievances nor other indicators that suggest a culture of bullying and harassment.

The results of the Friends and Family Test were discussed.

The Board reviewed the staff resource by type data and requested data on relative costs in

the next update. ACTION

It was suggested that the new Chief Registrar be invited to a future meeting. ACTION

It was agreed that the Leadership Development Review undertaken by an MBA student will be shared with the Non-Executive Directors and that a future discussion will be held on this topic. ACTION

106/16 SIX MONTHLY SAFEGUARDING ADULTS REPORT AND TRAINING

Claire Davis, Adult Safeguarding Lead, attended the meeting to update the Board and provide some refresher training on safeguarding adults.

Work is being done to improve the training rate of our staff on the Mental Capacity Act.

The number of DOLs applications submitted and approved were discussed, noting that the majority are not responded to by the Local Authority.

The training encompassed looking at the statutory framework and the Trust's obligations and the different forms of abuse that can be encountered.

The Chairman thanked Claire on behalf of the Board.

107/16 FINANCE AND PERFORMANCE REPORT

The Board noted the content of the report earlier circulated by MA and JM and finance and performance had been discussed in detail earlier by the Board.

ED performance in September was the highest it had been since September 2015, which is a great improvement. The Trust was ranked the 7th best performing acute trust for the current week's performance, with 95.32% against the national average of 84.9%

It was noted that all cancer targets and the RTT target had been met in September. Since April, there had been a 39% reduction of frailty admissions and a 42% reduction in minor breaches of ED wait targets.

The average length of stay for non-elective patients decreased by 1.72 days compared to September 2015, which is helping to generate extra bed capacity.

The RTT target had been met at an aggregate level in September.

The diagnostics wait target had been achieved in September with the highest level of performance in two years.

108/16 ANY OTHER BUSINESS

It was confirmed that the Board had earlier approved the submission of the commentary to the Q2 return to NHSI.

There being no other business raised, the meeting closed.

BOARD OF DIRECTORS
25 NOVEMBER 2016

The next meeting of the Board of Directors is scheduled for 25 November in The Ark, BNHH.

Elizabeth J. Peo

Chairman

