

Chairpersons Report

Chairpersons Name	Robert Armstrong		
Committee Name	Trust Board – Part 1		
Date of Meeting	26.04.17		
Name of Receiving Committee	Na.		
Date of Receiving Committee meeting	Na.		
Strategic Items for referral to Trust Board	Na.		
Items for escalation?	Yes	No x	If yes, to which Committee

Please detail up to 3 key successes or achievements discussed at the meeting				
1)	Pipeline escalations coming through REMC to Committees			
2)	Low numbers of CDiff per 1000 bed days			
3)	A-rating of stroke services for the Wigan Borough			
4)	Achievement of a Use of Resource rating of 1			
5)	Consultant review of deaths			
6)	Compliance with the NHS Constitution			
Details of the top three risks identified during the course of the meeting and initials of primary member of staff actioning				
1.	CIP under achievement			RM / RF
2.	High bed occupancy rates			MF
3.	The impact of IR35 regulations			AB
Attendance at the meeting (please highlight):	Excellent (well attended) X	Acceptable (some apologies)	Unacceptable (quorate)	Unacceptable (not quorate)

Was the agenda fit for purpose and reflective of the Committees terms of reference?	yes
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Narrative report of the key issues of the meeting	
Year End review and learning Financial out-turn Quality, and emerging pressures	
Key outcomes from the reports taken at the meeting	
<ul style="list-style-type: none"> See Action Points 	
Agreed actions from the meeting	Name of primary lead for the actions
R Forster and the finance team to work with J Lloyd around the format of the finance report in light of the move to a block contract	R Forster
The paper to May Q&S regarding the barn theatres at Wrightington to include the potential for continued use of old theatre stock	C Knights / R Mundon

Chairman: Robert Armstrong

Chief Executive: Andrew Foster CBE

Reviewed December 2016, next review December 2017

TRUST BOARD AGENDA ITEM:

MINUTES OF A PUBLIC MEETING OF THE WRIGHTINGTON WIGAN AND LEIGH NHS FOUNDATION TRUST BOARD HELD ON WEDNESDAY 26 APRIL 2017 IN THE THQ BOARDROOM

PRESENT	2017									
	25 01	22 02	29 03	26 04						
Mr R Armstrong, Chairman	√	√	√	√						
Mr R Forster, Director of Finance & IM&T / Deputy CEO	√	√	√	√						
Mr A Foster, Chief Executive	√	√	√	√						
Mr N Turner, NED	√	√	√	√						
Mrs C Parker Stubbs, NED	√	√	√	√						
Prof T Warne, NED	√	√	√	√						
Mr N Campbell, NED	√	√	√	√						
Mr R Mundon, Director of Strategy	√	√	√	APOLS CK						
Mrs A Balson, Director of HR	√	√	√	√						
Mr J Lloyd, NED	√	APOLS	√	√						
Mrs C Hudson, NED	√	√	√	√						
Mr M Guymer, NED	√	√	√	√						
Mrs P Law, Director of Nursing	√	√	√	√						
Ms M Fleming, Director of Ops and Performance	APOLS DA	√	√	√						
Mr Jawad Husain, Acting MD	√	√	√	√						
Dr Sanjay Arya, Acting MD	√	√	√	√						
IN ATTENDANCE										
Mrs L Hancock, Corporate Services Administrator	√	√	√	√						
Members of the public	√	√	√	√						
Mr J Husain, DMD Surgery	-	-	-	-						
Dr S Arya, DMD Medicine	-	-	-	-						
Mr A Gambhir, DMD Specialist Services	APOLS	APOLS	APOLS	√						
Mr S Mars, Acting DMD Surgery	√	√	-	-						
Mr A Twist, DMD Surgery	-	-	√	√						
Mr A Abassi, DMD Medicine	APOLS	√	APOLS	√						
Mr D Nunns, Board Liaison Officer	√	√	√	√						

FT1154/17 REVIEW OF 2016/17

R Armstrong opened the meeting by congratulating A Foster on 10 years' service at the Trust. The Board joined in congratulating A Foster on this achievement.

A Foster gave a presentation to the Board which reviewed the highlights and lowlights of 2016/17.



Review of 2016-17
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R Armstrong noted that it was easy to forget, when under pressure, the excellent quality delivered daily by Trust staff and the level of commitment and dedication shown. He felt that the presentation had been excellent and the achievements in it needed to be publicised more. He thanked all staff on behalf of the Board for the effort and achievements throughout the year.

S Arya suggested that it would be useful to have posters throughout the hospital corridors which highlighted these achievements for staff and patients to see.

FT1155/17 CHAIRMANS OPENING REMARKS

R Armstrong welcomed all to the meeting. He noted that there had been a Trust Board Away Day session on Monday at which a number of key subjects had been discussed. Some good progress had been made in terms of agreeing the direction of travel for the Trust. It would now be important to get this message out to all staff, as uncertainties were beginning to have an impact.

FT1156/17 APOLOGIES

As noted above.

FT1157/17 DECLARATION OF INTERESTS

None were declared.

FT1158/17 PATIENT STORY

The Board received 'The Last 1000 Days' video. The video had been commissioned by Professor Jane Cummings, Chief Nursing Officer for England and highlighted the importance of patients being in the location of their choice towards the end of their lives.

The Board agreed that the video had been very powerful and thought provoking and needed to be shared widely across the organisation.

FT1159/17 CHIEF EXECUTIVE'S REPORT AND MATTERS FOR BOARD TO NOTE

The CEO update had been circulated to those present.

A&E had made a good recovery in April with just under 93% achieved so far for the month compared to 88% last year. This was an excellent achievement.

The Trust had been shortlisted for awards at the CHKS and HPMa awards.

FT1160/17 PERFORMANCE MONITORING

Q&S Committee feedback

T Warne advised that it had been a busy meeting with a full agenda. The meeting had begun with an excellent presentation on the care of emergency laparotomy patients. This had raised a number of issues around the turbulent environment that the service was delivered in. The take home message for the Committee had been that there was increasing complexity facing clinicians in making decisions about medical care and treatment.

A paper had been taken in relation to the Quality Champions programme. It had been an excellent report with lots of positive examples of the quality initiatives being undertaken but there had been a sense that engagement in the initiative was slipping. The Committee had supported the view that a re-launch was required to reinvigorate the programme.

Reports had been taken in relation to the CQC and CCG unannounced visits. These had provided the Committee with a good level of assurance that actions and recommendations were being responded to. The Committee had also been pleased to receive notification of a pipeline risk from REMC in relation to documentation and record keeping. The Committee had also confirmed the decision to proceed with an internal inspection which would focus on the CQC recommendations.

The revised BAF template had been received and the Committee had agreed to move discussion around this item to the end of the agenda.

C Hudson noted the need for rigour around ensuring processes and procedures were followed. She noted that this had been a recurring theme at a number of meetings.

F&I Committee feedback

The minutes of the meeting were not yet available.

J Lloyd advised that a significant portion of the meeting had been taken by the Divisional presentations of their 2 year budgets. These had been good presentations and a significant amount of challenge and assurance had been taken.

The performance report had been discussed in detail. The Committee had been heartened to note the excellent performance in A&E despite the pressures and that the Borough's stroke services had received an A rating. The new barn theatres were now back in operation and there had been some good responses from the real time patient survey. Mortality remained a principle risk for the Trust.

The Committee had received the re-formatted A&E report which had provided an excellent level of assurance at the initiatives being taken to improve performance further.

The finance report had been received and a verbal update on the Big 12 schemes taken. The biggest concern in relation to finances remained underachievement of CIP recurrently. The financial position at year end had been very positive but there were still significant cost pressures in the organisation. Alongside this, the Committee had taken a report on going concern and had supported the recommendation that WWL was a going concern.

The Committee had also received year end reports for Carter and Winning Back the Work.

Performance report M12

P Law provided the highlights and lowlights in terms of quality:

- There had been no grade 3 or 4 pressure ulcers
- There had been no serious falls
- The Trust had finished on 22 C Diff cases against a trajectory of 19 – only 3 of these had been due to lapses in care. It was noted that WWL had the lowest number of CDTs per 1000 bed days in GM
- There had been instances of MRSA infection in the year but it was noted that GM was in a similar position. A paper would be going to the May Q&S meeting around infection control and the actions being taken

M Fleming provided the highlights and lowlights in terms of operational performance:

- WWL had ended the year in the top 10% for PLACE, cancer targets and 18 weeks – she thanked R Lyon and team for their achievement in turning around the Orthopaedics 18 weeks position
- The Wigan Borough had achieved an A rating for stroke services – there was no higher rating possible
- The barn theatres at Wrightington were back in operation and a new stretch target implemented for theatre effectiveness
- A&E had performed very well despite the pressures and had ended the year as number 1 in GM for type 1 activity
- There continued to be high bed occupancy rates

S Arya noted his concerns around the increased mortality levels and advised that Consultant review of all deaths had recommenced. The Board were pleased to note this.

C Parker Stubbs noted the impact of the IR35 regulations on locums and queried where locums were going to work instead. M Fleming advised that there were different pay rates across acute providers. WWL was one of the lowest rates but it was a fair rate of pay but there were others offering more. A Balson advised that it was important to consider this on a regional level. WWL was doing everything possible to stay within the rules.

Finance report

R Forster advised that this had been scrutinised fully at F&I Committee. He noted that the year-end financial position was a complicated picture. It had been a year of transformation and sustainability with NHSI keen to get providers into a good financial position via bonuses and incentives etc. WWL had responded to these incentives and had ended the year in a good financial position.

He gave a presentation to the Board clarifying this.



Trust Board Year End
Finance Update - 26 /

R Armstrong noted that it was clear that the Trust had benefitted this year from a number of one off benefits that would not be repeated over coming years. It would be important to use this

strong financial position to drive change going forward in order to reduce costs. He and the Board thanked all involved in the delivery of this positive result.

Work would be undertaken on the financial reporting in light of the new contractual arrangements.

ACTION: R Forster and the finance team to work with J Lloyd around the format of the finance report in light of the move to a block contract

BAF

The new format BAF was received and noted. Some of the templates had not yet been completed and so it was not possible to review scores on this occasion. C Alexander was working with Exec Directors to finalise the details.

FT1161/17 MINUTES OF THE MEETING HELD ON 29.03.17

The minutes were agreed to be an accurate record.

FT1162/17 ACTION LOG

Action updates were received and noted.

N Turner queried if any progress had been made in determining the reason for the barn theatre outage and whether consideration had been given to the utilisation of the old theatre stock at Wrightington to increase activity. It was noted that a paper was going to May Q&S Committee in relation to this and it would be expanded to include the potential for continued use of old theatre stock to support activity.

ACTION: The paper to May Q&S regarding the barn theatres at Wrightington to include the potential for continued use of old theatre stock

FT1163/17 NHS CONSTITUTION REPORT Q4 FOR PATIENT / PUBLIC AND STAFF

The reports were received and noted.

The Board thanked all involved in the continued compliance with the NHS Constitution.

FT1164/17 GUARDIAN OF SAFE WORKING REPORT

The report was received and noted.

A Balson advised that this would be reported to the Board on a quarterly basis in line with national requirements.

The Board were pleased to note that there had only been 3 exception reports submitted in the reporting period and that these had been investigated fully by the relevant department without the need for formal processes to be instigated.

FT1165/17 REGISTER OF DECLARATION OF INTERESTS FOR BOARD AND GOVERNORS

The registers were received and noted. It was noted that a couple of the Governors had not yet responded; a response would continue to be chased.

FT1166/17 ITEMS RECEIVED FOR INFORMATION

- F&I Committee – *feedback from the meeting had been given earlier in the meeting. The formal minutes would be brought to the next meeting.*
- Audit Committee – *C Hudson noted that the challenge period for the External Audit contract had now ended without challenge. The contract had formally been awarded to Deloitte. She again thanked the members of staff that had been involved in this process for their hard work.*
- Q&S Committee – *received and noted. There was nothing further to add to earlier discussion.*
- Safer Staffing report – *the report was received and noted. P Law noted that the consultation for standardisation of hours had ended and would be implemented from early July. The CQC had positively commented on the staffing levels on Rainbow Ward at their recent visit. Data in the report was triangulated in the event of an incident to see if staffing levels or skill mix had played a part. The information was also shared with ward managers. This would form part of the new ward app. R Armstrong noted that it would be useful for the Board to see what happened with the data once the app was embedded.*
- Use of Company Seal – *received and noted.*

FT1167/17 QUESTIONS FROM THE PUBLIC

There were no comments from the public on this occasion.

FT1168/17 KEY SUCCESSES / RISKS

Key successes were agreed to be:

- Pipeline escalations coming through REMC to Committees
- Low numbers of CDiff per 1000 bed days
- A-rating of stroke services for the Wigan Borough
- Achievement of a Use of Resource rating of 1
- Consultant review of deaths
- Compliance with the NHS Constitution

Key risks were agreed to be:

- CIP under achievement
- High bed occupancy rates
- The impact of IR35 regulations

FT1169/17 BOARD EFFECTIVENESS FEEDBACK

R Armstrong noted that the meeting had conducted business very effectively and well within the timings allocated. He thanked all for the excellent quality papers and the discipline in questioning. He felt it was clear that sub committees were working effectively.

FT1170/17 EXCLUSION OF THE PUBLIC

Resolved:

Those representatives of the press and other members of the public are excluded from the remainder of the meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.

FT1171/17 DATE OF NEXT MEETING

31st May 2017, 9.45am, THQ Boardroom.