

## Chairpersons Report

Chairpersons Name	Robert Armstrong		
Committee Name	Trust Board – Part 1		
Date of Meeting	31.05.17		
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) The excellent Picker National Inpatient Survey results				
2) The approval of the Annual Report, Financial Accounts and Quality Accounts				
3) The IT response to the cyber-attack				
4) The year-end financial performance and the solid performance in M1				
Details of the top three risks identified during the course of the meeting and initials of primary member of staff actioning				
1.	HSMR			SA
2.	RTT data quality as flagged by External Audit – Audit Committee would review this			MF
3.	CIP			RF
4.	Biochemistry staffing			RM
5.	Barn theatre performance – this would continue to be monitored			RM
6.	Theatre estate strategy			RM
Attendance at the meeting (please highlight):	Excellent (well attended)	Acceptable (some apologies) X	Unacceptable (quorate)	Unacceptable (not quorate)

Was the agenda fit for purpose and reflective of the Committees terms of reference?	
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Narrative report of the key issues of the meeting	
Reviews of the Cyber-attack and response. Picker patient survey improvements accepted with Exec team to work through improvement plans where necessary. Report and Accounts approved and signed off. The RTT Audit data to be analysed to provide assurance to the Trust Board via Audit Committee.	
Key outcomes from the reports taken at the meeting	
Covered by action points	
Agreed actions from the meeting	Name of primary lead for the actions
The Audit Committee to give consideration to the issues raised in relation to RTT data	M Fleming
R Mundon to feedback to the Healthier Wigan Partnership Board that the WWL Board would like to see greater emphasis on digital enablement	R Mundon
Consideration to be given to producing a shorter, summarised version of the BAF for Board review	TB Sec / C Alexander

Chairman: Robert Armstrong

Chief Executive: Andrew Foster CBE

Reviewed December 2016, next review December 2017

R Mundon to prepare a paper for F&I detailing the theatre strategy across the WWL estate	R Mundon
M Fleming to provide a report to Q&S Committee clarifying the locality response to influenza pandemic	M Fleming

## TRUST BOARD AGENDA ITEM:

### MINUTES OF A PUBLIC MEETING OF THE WRIGHTINGTON WIGAN AND LEIGH NHS FOUNDATION TRUST BOARD HELD ON WEDNESDAY 31 MAY 2017 IN THE THQ BOARDROOM

PRESENT	2017										
	25 01	22 02	29 03	26 04	31 05						
Mr R Armstrong, Chairman	√	√	√	√	√						
Mr R Forster, Director of Finance & IM&T / Deputy CEO	√	√	√	√	√						
Mr A Foster, Chief Executive	√	√	√	√	APOLS						
Mr N Turner, NED	√	√	√	√	√						
Mrs C Parker Stubbs, NED	√	√	√	√	√						
Prof T Warne, NED	√	√	√	√	APOLS						
Mr N Campbell, NED	√	√	√	√	√						
Mr R Mundon, Director of Strategy	√	√	√	APOLS CK	√						
Mrs A Balson, Director of HR	√	√	√	√	APOLS VM						
Mr J Lloyd, NED	√	APOLS	√	√	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, MD	√	√	√	√	√						
<b>IN ATTENDANCE</b>											
Mrs L Hancock, Corporate Services Administrator	√	√	√	√	√						
Members of the public	√	√	√	√	-						
Mr A Gambhir, DMD Specialist Services	APOLS	APOLS	APOLS	√	APOLS						
Mr A Twist, DMD Surgery	-	-	√	√	APOLS						
Mr A Abassi, DMD Medicine	APOLS	√	APOLS	√	√						
Mr D Nunns, Board Liaison Officer	√	√	√	√	√						

## **FT1172/17 ANNUAL REPORT, QUALITY ACCOUNTS AND FINANCIAL ACCOUNTS 16/17**

The Board were presented with the 2016/17 Annual Report, Quality Accounts and Financial Accounts.

It was noted that each of the reports had been thoroughly reviewed by the Audit Committee and C Hudson noted that Deloitte (External Auditors) had been satisfied with the Trust performance. It was acknowledged that there would be a risk in the coming year around CIP delivery but it was pleasing to note that robust systems and processes were in place.

R Forster added that a clean audit opinion had been awarded for the financial accounts. However, the Quality Accounts had received a qualified opinion on the basis of some issues around RTT data which were now being considered. He noted that the issues found would not affect the Trust position in terms of meeting the performance target for RTT. It was agreed that this would be reviewed by the Audit Committee.

The Audit Committee recommended to the Board that the Annual Report, Quality Accounts and Financial Accounts were approved. This was accepted by the Board and approval agreed.

Thanks were extended to all those involved in the preparation of the documents. It was noted by the Board that consideration would be given next year to a refresh of the Annual Report.

**ACTION: The Audit Committee to give consideration to the issues raised in relation to RTT data**

## **FT1173/17 PICKER INPATIENT SURVEY 2016**

Hanan L'Estrange-Snowden was in attendance to provide the Board with a presentation in relation to the results of the 2016 Inpatient Survey.



IP16 Wrightington  
Wigan and Leigh RRF

WWL continued to perform well in the survey with 24 of the questions performing significantly better than the Picker average. However, it was noted that WWL had performed significantly worse on 3 questions. The Trust had performed particularly well in relation to privacy and dignity, cleanliness and confidence in medical staff but it was noted that there was further work to be done in relation to medication, discharge involvement and contact information for worries or concerns. WWL was 15<sup>th</sup> overall amongst all of the Picker Trusts but 2<sup>nd</sup> in terms of acute Trusts.

R Armstrong thanked H L'Estrange-Snowden for an excellent presentation that demonstrated some brilliant results for the Trust. He invited comments/ questions from the Board.

R Forster felt that it would be important to celebrate the excellent results. He noted that communication seemed to be the issue in a number of areas and it would be important to address this.

P Law was pleased to note that noise at night had not been raised as an area of concern. She felt that this demonstrated the success of the focused work that had taken place. Similar focus would be given to discharge going forward.

R Armstrong thanked Picker again for an excellent presentation. It was heartening to see such great results in what had been a pressurised environment. This was due to the hard work of staff across the organisation.

#### **FT1174/17 CHAIRMAN'S OPENING REMARKS**

R Armstrong thanked D Nunns on behalf of the Board for his work as Interim Assistant Trust Board Secretary. This would be D Nunns last meeting.

#### **FT1175/17 APOLOGIES**

As noted above.

#### **FT1176/17 DECLARATION OF INTERESTS**

None were declared.

#### **FT1177/17 PATIENT STORY**

Due to a technical issue, it was not possible to play the patient story this time. It would be deferred to the next meeting.

#### **FT1178/17 CHIEF EXECUTIVE'S REPORT AND MATTERS FOR BOARD TO NOTE**

The CEO update had been circulated in advance of the meeting.

R Forster presented the update in the absence of A Foster. He noted that A&E was achieving the reset NHSI trajectory of 90%. There had been 1 C Diff in May and no cases of MRSA. HSMR data continued to be a cause of concern for the Trust. All other performance targets continued to be met.

R Forster provided updates on the recent terror attack in Manchester and the international cyber-attack. The response of the NHS had been exceptional in both circumstances.

#### **FT1179/17 HEALTHIER WIGAN PARTNERSHIP BOARD**

The paper was received by the Board and sought confirmation that WWL supported the direction of travel and was committed to delivering the Healthier Wigan Partnership.

The Board noted that they were in support of the principle but wanted to see more consideration given to digital enablement. A Foster would sign the document on behalf of the Board on his return.

**ACTION: R Mundon to feedback to the Healthier Wigan Partnership Board that the WWL Board would like to see greater emphasis on digital enablement**

#### **FT1180/17 CYBER-ATTACK UPDATE**

M Fleming provided the Board with an update in relation to the recent cyber-attack. She noted that there had been a significant impact from this that had been felt across 150 countries. In the UK, NHS organisations had been the most affected. WWL had responded brilliantly to the attack with the IT team working tirelessly to address the issues. Wards had adopted their

business continuity plans with great effect and it was pleasing to note that only 7 patients had been cancelled throughout the entire incident. There had been no harm done as a result of these cancellations. There had been lessons learned and these formed part of an action plan that would be taken forward. M Fleming thanked all staff involved for going above and beyond in their responses and also noted the assistance of the public in staying away from A&E.

The Board joined in thanking all staff involved and M Fleming for their efforts.

## **FT1181/17      PERFORMANCE MONITORING**

### *F&I Committee feedback*

C Hudson provided F&I Committee feedback in the absence of J Lloyd. She advised that the Committee had noted the excellent year end results at the April meeting but remained concerned at CIP achievement and the communication of the uncertainties going forward. At the May meeting, solid financial and operational performance in M1 had been reported but the Committee had noted CIP, HSMR and medical staffing as ongoing concerns. The Committee had also received an excellent presentation from Fertility Fusion.

### *Finance report*

R Forster reported that plan had been achieved in M1. Capital expenditure was down on plan but the cash position was strong. A use of resources rating of 2 had been achieved. CIP was acknowledged as an ongoing challenge and there would be focus on this.

### *Q&S Committee feedback*

P Law provided Q&S Committee feedback in the absence of T Warne. She noted that there had been a good presentation on the nursing strategy. There had also been discussion around pipeline risks from REMC and, as part of this, the Committee had considered the risk around biochemistry staffing. The positive work of the Harm Free Care Board had been noted. An excellent report on medicines management had been taken and the Committee had considered the issues related to the barn theatres at Wrightington and the potential impact on patients. Reassurance had been given that there was no risk to patient safety. F&I Committee would continue to monitor this from a financial perspective. Documentation remained a key risk.

### *Performance report M1*

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

- There had been an increase in scores for patient involvement in discharge
- HSMR remained a key risk for the Trust – the Mortality Working Group would be looking into this
- Infection Control also remained a concern but it was important to note that WWL performed well in relation to the rest of GM

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

- It had been a good month in terms of A&E performance with 92.7% achieved against a revised trajectory of 90%
- Performance against all access targets remained strong, particularly for cancer
- It was anticipated that the results for PLACE would be good following the positive inspections

- The stroke target for time spent on the stroke unit had failed
- Medical staffing remained a key concern – mitigations were in place but would not resolve the issues

The Board received and approved the new format performance report.

### BAF

The BAF was received and reviewed by the Board.

It was agreed that, whilst the format was ideal for Sub Committee scrutiny, this was a challenging and potentially confusing format for the Board to review. Consideration would be given to producing a shorter, summary version for the Board.

**ACTION: Consideration to be given to producing a shorter, summarised version of the BAF for Board review**

### **FT1182/17 MINUTES OF THE MEETING HELD ON 26.04.17**

The minutes were agreed to be an accurate record.

### **FT1183/17 ACTION LOG**

Action updates were received and noted.

C Hudson noted that a paper had been taken to Q&S Committee with regard to Wrightington theatres but felt that there was need for a wider understanding of theatre strategy across the whole estate. R Mundon agreed to prepare a paper for F&I in response to this.

**ACTION: R Mundon to prepare a paper for F&I detailing the theatre strategy across the WWL estate**

### **FT1184/17 GOING CONCERN DECLARATION**

The Going Concern declaration was approved by the Board. This had been scrutinised at F&I and Audit Committees.

### **FT1185/17 NHSI DECLARATIONS**

The NHSI declarations were received and approved by the Board. WWL were reporting compliance with these.

### **FT1186/17 REFERENCE COSTS**

The report was received and noted.

R Forster advised that WWL would be participating in a patient level costing system pilot this year.

The report was approved by the Board.

## **FT1187/17 INFLUENZA PANDEMIC PLAN**

The report was received and approved in principle by the Board. However, it was noted that there was no mention of links across the locality in relation to this. The Board asked that clarification around a whole system response was taken to Q&S Committee to provide assurance around this point.

**ACTION:** M Fleming to provide a report to Q&S Committee clarifying the locality response to influenza pandemic

## **FT1188/17 ITEMS RECEIVED FOR INFORMATION**

- Audit Committee – *the minutes were received and noted. C Hudson advised that there had been significant MIAA assurance on key financial systems.*
- Strategy Committee – *received and noted. This had been a cordial and successful opening meeting*
- Safer Staffing report – *the report was received and noted. P Law noted that the new 12 hour rosters would be implemented in early July. Fill rates should improve as a result of this.*

## **FT1189/17 QUESTIONS FROM THE PUBLIC**

There were no members of the public in attendance on this occasion.

## **FT1190/17 KEY SUCCESSES / RISKS**

Key successes were agreed to be:

- The excellent Picker National Inpatient Survey results
- The approval of the Annual Report, Financial Accounts and Quality Accounts
- The IT response to the cyber-attack
- The year-end financial performance and the solid performance in M1

Key risks were agreed to be:

- HSMR
- RTT data quality as flagged by External Audit – Audit Committee would review this
- CIP
- Biochemistry staffing
- Barn theatre performance – this would continue to be monitored
- Theatre estate strategy

## **FT1191/17 BOARD EFFECTIVENESS FEEDBACK**

R Armstrong thanked all for their input into what had been excellent discussions.



**FT1192/17      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.

**FT1193/17      DATE OF NEXT MEETING**

28<sup>th</sup> June 2017, 9.45am, THQ Boardroom.