SALISBURY NHS FOUNDATION TRUST

Minutes of the meeting of Salisbury NHS Foundation Trust Board Held on Monday 8 February 2016

Board Members Present:	Dr N Marsden	Chairman
	Mr P Hill	Chief Executive
	Dr C Blanshard	Medical Director
	Dr L Brown	Non-Executive Director
	Mr M Cassells	Director of Finance and Procurement
	Mr I Downie	Non-Executive Director
	Mr A Hyett	Chief Operating Officer
	Mr P Kemp	Non-Executive Director
	Mrs A Kingscott	Director of Human Resources and Organisational Development
	Mr S Long	Non-Executive Director
	Rt Revd Dame S Mullally	Non-Executive Director
	Ms L Wilkinson	Director of Nursing
Corporate Directors Present:	Mr L Arnold	Director of Corporate Development
In Attendance:	Mr P Butler	Head of Communications
	Mr D Seabrooke	Secretary to the Board
	Mrs J Sanders	Public Governor
	Mr R Britton	Public Governor
	Councillor J Noeken	Appointed Governor
	Sir R Jack	Public Governor
	Dr J Lisle	Public Governor
	Mr J Wright	Staff Governor
	Mr N Alward	Public Governor
	Four members of the public	

ACTION

2146/00 DECLARATIONS OF INTEREST AND FIT AND PROPER/GOOD CHARACTER

Members of the Board were reminded that they have a duty to declare any impairment to being Fit and Proper and of good character as well as to avoid any conflict of interest and to declare any interests arising from the discussion. No member present declared any such interest or impairment.

2147/00 MINUTES 7 DECEMBER 2015

The minutes of the meeting of the Board held on 7 December 2015 were accepted as a correct record, subject to a spelling correction in minutes 2134/01.

2148/00 CHIEF EXECUTIVE'S REPORT - SFT 3731 – PRESENTED BY PH

The Board received the Chief Executive's Report and the following principal points were highlighted by PH -.

- Financial Framework 2016/17 – it was confirmed that the offer described in the letter from Monitor had been accepted in principal.
- Wiltshire Health and Care – it was noted that interviews for the Chair of the new provider were taking place in the next few weeks.
- CQC Inspection – the draft report was expected to be received later in February.
- Industrial Action by junior doctors – the report described the effects of the 12 January industrial action and a further day of action was planned for 10 February. Eight planned operations had been cancelled as a result.
- Electronic Patient Record – It was noted that the Board was expected to give formal approval to the full business case in its Part II meeting.
- Demonstrator site for a new product data standards – the Trust was one of six sites nationally selected as a pilot for a new scheme of bar code standards for procurement. The Trust would receive support from the Department of Health and it was noted that Lorna Wilkinson had been appointed to the National Board for the project.
- League of Friends bungalows – the report highlighted the recent reopening of the League of Friends bungalows.

The Board noted the Chief Executive's Report.

2149/00 STAFF

2149/01 Workforce Performance Report including Nurse Staffing - SFT 3732 - Presented by AK & LW

The Board received the Month 9 Workforce Performance Report.

It was noted that nurse recruitment was continuing and that the Trust continued to implement nationally determined caps on agency use and payments.

Sickness absence at 3% was slightly above the target of 2.87%.

SpIda 2 had been launched on 1 February and work continued to drive up the rate of non-medical appraisals from the current reported 62% to the target of 85%. The overall figure was 81%. It was noted that SpIda II also included support for nurse revalidation.

There were variations in the rate of training compliance for individual training modules and there was a focus on addressing those rated red and amber.

On nurse staffing it was noted that some fill rates were just over 100%. The Board was reminded that staff were used flexibly on Radnor and the Neonatal Intensive Care Unit. Where over staffing was indicated this was due to especially high patient acuity and/or specialing which would put reported staffing rates over the template roster. Arising from the review by Lord Carter improved ways to measure care hours per patient were being developed.

The Board noted the report.

2150/00 PATIENT CARE

2150/01 Quality Indicator Report to 31 December 2015 (Month 9) – SFT 3733 - Presented by CB and LW

The Board received the Quality Indicator Report for December 2015 and Quarter 3 2015/16.

It was noted that two new Serious Incident Inquiries had been commenced in December and there had been 13 in the quarter as a whole which included a Never Event.

The Crude Mortality Rate was increasing due to winter pressure and there was an increasing focus on reviewing avoidable mortality. It was thought that information derived from this would be required to be published nationally but there was a lot of work to do to standardise the methodology.

Infection control performance in Quarter 3 was ahead trajectory. There had been four falls resulting in fractures in December. The Trust's position on single sex accommodation breaches was improving.

The Board reflected on the Quality Indicator Report as follows –

- "Well done" on infection control in Quarter 3.
- There was thought to be sufficient attention being given to addressing mortality.
- There had been some delays in TIAA referral from ED were patients had not presented with easily identified symptoms and there had been delays in first doctor assessments.

The Board noted the Quality Indicator Report.

2150/02 Customer Care Report – Quarter 2 – SFT 3734 – Presented by LW

The Board received the Quarter 2 Customer Care Report. LW described the collation of patient stories around the issue of noise which had been discussed at ward level. There was one new request for a review by Parliamentary and Health Service Ombudsman. Two surgical cases had been closed, of which one was partially upheld.

The Board noted the Quarter 2 report.

2151/00 PERFORMANCE AND PLANNING

2151/01 Finance & Performance Committee Minutes 30 November and 21 December 2015 – SFT 3735 – Presented by NM

The Board received for information the confirmed minutes of the Finance and Performance Committee. It was noted that the Committee continued to monitor progress with the Trust's Financial Plan for 2015/16 and the planning for the 2016/17 Cost Improvement Programme.

The Board noted the minutes from the Finance and Performance Committee.

2151/02 Finance and Contracting Report to 31 December 2015 – SFT 3736 – Presented by MC

The Board received the Finance and Contracting Report. It was noted that the Trust was £6.9m overspent which was a small adverse variance against the year to date plan. Challenges on meeting CIP targets continued and also on controlling agency costs. On activity there were more day attenders and a reduction in elective inpatients. Non-elective patients were up against 2015.
There was over performance against the Dorset CCG contract for which partial payment had been received at this stage. Discussions were continuing however with West Hampshire CCG in relation to over performance from that locality. Challenge letters had been received from Wiltshire CCG and an initial end of year offer, which was not considered to be acceptable, had been received.

The Board noted the Finance and Contracting Report.

2151/03 Progress Against Targets and Performance Indicators to 31 December – SFT 3737 – presented by AH

The Board received the Month 9 Operational Performance Report. As noted in the Quality Report the Infection Control trajectory had been delivered. The Trust had in Quarter 3 failed the A&E Target recording a performance of 94.1% in Quarter 3. There were 31 delayed Transfers of Care cases at the end of December and 36 currently. Work continued to achieve swift and safe discharges.

The Delayed Transfers of Care included 25 Wiltshire patients and this represented an increase in patients from Hampshire and Dorset. There continued to be a lack of available beds and care packages for these patients. The Carter Review had recognised daily bed costs of £220 a day in these instances.

The Referral to Treatment Target had been delivered. In relation to cancelled operations the Trust aimed to re-book within 28 days. Any previous cancellations were taken into account when prioritising patients.

The Board noted the Performance Report.

2151/04 Update on Strategic Planning – Presented by LA

LA reported that the Draft Operational Plan for 2016/17 was required to be submitted to Monitor on 8 February. The Plan outlined key priorities and challenges. The final plan was due to be submitted in April. He described the Sustainability and Transformation plan which was a five year plan based on the Wiltshire, including Swindon and Bath and North East Somerset footprint. This would require a multi-agency approach with the aim of delivering the Five Year Forward View.

2151/05 Capital Development Report – SFT 3738 – Presented by LA

The Board received the Capital Development Report. It was noted that refurbishments of Durrington and Laverstock Wards were completed and the Surgical Assessment Unit’s refurbishment was underway. The Board had decided not to proceed with the proposed refurbishment of the Springs entrance. The next steps in relation to the development of the new Breast Care Unit were currently being discussed.

The principal IT schemes including electronic discharge summaries for local GPs and the role out of the POET role out were described.

The Board noted the Capital Development Report.

2152/00 PAPERS FOR NOTING OR APPROVAL

2152/01 Draft Minutes of the Public Section of the Council of Governors 23 November 2015 – SFT 3739 – Presented by NM

The Board received for information the draft minutes of the Council of Governors 23 November.

2152/02 Minutes from Clinical Governance Committee – 26 November 2015 – SFT 3740 – Presented by LB

The Board received for information the confirmed minutes of the Clinical Governance Committee 26 November.

2153/00 ANY OTHER URGENT BUSINESS

No matters were raised.

2154/00 QUESTIONS FROM THE PUBLIC

In relation to a question about the Community Services contract and reducing DToCs it was suggested that a more seamless line between us and the Community Service provision could be drawn for the benefit of patients but this would also include closer working with the local authority.

2155/00 DATE OF NEXT MEETING

The next ordinary meeting of the Board would be held on Monday 4 April 2016 at 1.30 pm in the Board Room.