

Summary report of the meeting of the Board of Directors held on Friday 6 July 2012

This report presents a brief summary of the issues discussed at the July 2012 meeting of Liverpool Women's NHS Foundation Trust Board of Directors. Its meeting was held in two parts, the first part in private and the second part in public. The formal minutes of the meeting held in public will be issued with the agenda for the Board's next meeting in September 2012.

1. Patient story

The Board listened to a patient story which highlighted the importance of appropriate communication. A number of learning points for the Trust had come from the experience of the patient concerned and actions were being taken accordingly.

2. The future of research and development

The future of health research and development in Liverpool was considered, in particular the opportunities that would come with the opening of the Centre for Women's Health Research on the site of Liverpool Women's Hospital (jointly funded by the Trust and the University of Liverpool.) The Board also approved the documentation needed to formally establish Liverpool Health Partners, the city's Academic Health Science Service.

3. Private patient income cap (PPIC)

The Health and Social Care Act 2012 removes the PPIC and changes the limit on private income a Foundation Trust (FT) can generate. A limit will remain but FTs cannot increase their non-NHS income by more than 5% of their total income per year without the approval of a majority of their Council of Governors. The definition of non-NHS income will also be wider. An announcement had been received that the new limits will be effective from 1 October 2012.

4. Thanks to Governors

Directors noted that a number of the Trust's long-serving Governors would leave office in September 2012, and asked that their appreciation be conveyed for their work in support of the Trust.

5. Awards for Liverpool Women's

The Trust had been shortlisted in three categories at the recent North West NHS Leadership awards. A member of human resources staff had won her category in the human resources student of the year awards, and was the awards' overall winner. And two of the Trust's Midwives had also won at the recent Merseyside Woman of the Year awards.

6. Annual report of the Finance, Performance and Business Development Committee 2011/12

The annual report of the Board's Finance, Performance and Business Development Committee for 2011/12 was received. The report details the Committee's work during the year as one of the key means by which the Board ensures effective internal control arrangements are in place. This report will be made available via the Trust's website.

7. Claims 'look back'

A report detailing trends and organisational learning from legal claims made against the Trust over the last three years was reviewed. It showed that the Trust was working to ensure that it learned from claims.

8. Cost improvement programme

The Trust's cost improvement programme for the remainder of 2012/13 was approved. The programme sets out how the Trust will achieve its total efficiency target of £6m whilst ensuring the quality of services provided continues to be enhanced.

9. Annual infection prevention and control report 2011/12

The Board received the Trust's annual infection prevention and control report for 2011/12. It showed that there were no MRSA bacteraemias during the year and there had been one case of *C.difficile* against a Trust target of less than three Trust attributable cases per year (the one case was not attributable to the Trust). A reduction in surgical site infections had also been identified.

There had been difficulties experienced in recruiting to the post of Decontamination Lead and a fresh recruitment process would commence shortly.

10. Complaints, Litigation, Incidents and PALS (Patient Advice and Liaison Service) contacts

A summary of complaints, litigation, incidents and PALS contacts during the year 1 April 2011 to 31 March 2012 was received. It showed that a total of 140 complaints had been received during the year, 54 claims, 3,235 incidents were reported and 237 contacts were made to the PALS. In respect of incidents, the National Patient Safety Agency (NPSA) has consistently held the view that high reporting numbers is a clear indication of a healthy patient safety culture. See details at the NPSA's website at <http://npsa.nhs.uk>.

11. Patient Environment Action Team assessment

Details of the Trust's most recent annual Patient Environment Action Team (PEAT) assessment were given. The assessment was undertaken in February 2012 and resulted in 3 'excellent' scores (out of 3) for the environment, food and privacy and dignity. The result was an improvement on the previous year's score of two in the 'excellent' category (for environment and privacy and dignity) and one 'good' (for food).

15. Big Push Phase 4

The Board considered proposals for the next phase of the Trust's developments in maternity services via a fundraising route. It had been updated following consideration by the Trust's the Charitable Funds Committee and the Board agreed that a suitable fundraising strategy be prepared which focused on enhancements to the maternity care the Trust was able to provide.

16. HealthCheck (performance and assurance) as at May 2012

Directors reviewed the Trust's HealthCheck report.

17. Independent review of governance

Details of progress made in respect of the action plan prepared, following the independent review of governance at the Trust were received. This review followed concerns about the practise of a consultant who had worked at the Trust.

18. Non-Executive Director (NED) succession planning

The Board agreed its preferred approach to NED succession planning during 2012/13, given the skill set required and the challenges facing the organisation. Its views would be made known to the Council of Governors' Nominations Committee when it met later in the month.

A note about Liverpool Women's Board of Directors

Liverpool Women's Board of Directors currently comprises six Non-Executive Directors (including the Chair) and six Executive Directors. The Board is responsible for determining the Trust's strategy and business plans, budgets, policy determination, audit and monitoring arrangements, regulations and control arrangements, senior appointment and dismissal arrangements and approval of the Trust's annual report and accounts. It acts in accordance with the requirements of its Foundation Trust terms of authorisation. These are available on Monitor's website at <http://www.monitor-nhsft.gov.uk/>.

Members of the Board are:

<i>Non-Executive Directors</i>	<i>Executive Directors</i>
Mr Ken Morris (Chair)	Mrs Kathy Thomson (Chief Executive)
Mr Allan Bickerstaffe	Mrs Vanessa Harris (Director of Finance)
Mr Steve Burnett	Mr Jonathan Herod (Medical Director)
Ms Liz Cross (Vice Chair)	Mrs Gail Naylor (Director of Nursing, Midwifery & Patient Experience)
Mr Ian Haythornthwaite	Ms Caroline Salden (Chief Operating Officer)
Dr Pauleen Lane	Mrs Michelle Turner (Director of Human Resources & Organisational Development)

If you have any queries on this summary report, please contact in the first instance Julie McMorran, Trust Secretary, at julie.mcmorran@lwh.nhs.uk / 0151 702 4033.