

COUNCIL OF GOVERNORS

Minutes of the Meeting of the
University Hospitals Birmingham NHS Foundation Trust
Council of Governors held on 4 September 2015

Meeting Rooms 1 & 2 - Trust Headquarters

■ indicates text to be redacted from published version

- Present:
- Rt Hon Jacqui Smith (Chair)
 - Mrs Bernadette Aucott
 - Mr Paul Burgess
 - Dr John Cadle
 - Mrs Edith Davies
 - Dr John Delamere
 - Ms Helen England
 - Mr Alex Evans
 - Surgeon Air Marshal Paul Evans
 - Mrs Aprella Fitch
 - Dr Tom Gallagher
 - Ms Margaret Garbett
 - Dr Sunil Handa
 - Mrs Sandra Haynes
 - Dr Elizabeth Hensel
 - Dr Margaret Jacobi
 - Mrs Bridget Mitchell
 - Mr Patrick Moore
 - Ms Susan Price
 - Cllr Valerie Seabright
 - Mrs Linda Stuart
 - Dr Iestyn Williams
- In attendance:
- Dame Julie Moore (Chief Executive Officer)
 - Ms Fiona Alexander (Director of Communications)
 - Mr Kevin Bolger (Director of Strategic Operations)
 - Mr David Burbridge (Director of Corporate Affairs & Foundation Secretary)
 - Mr Tim Jones (Executive Director of Delivery)
 - Mr Andrew McKirgan (Director of Partnerships)
 - Ms Catriona McMahon (Non-Executive Director)
 - Ms Angela Maxwell (Non-Executive Director)
 - Mr Julian Miller (Director of Finance)
 - Mr Philip Norman (Chief Nurse)
 - Dr David Rosser (Executive Medical Director)
 - Ms Cherry West (Executive Director of Operations)
 - Ms Imogen Gray (Head of Quality Development)
 - Miss Sarah Snowden (Corporate Affairs & Governor Liaison Manager)

G15/35 Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting.

Apologies for absence were received from Mrs Edith Davies, Ms Helen England, Mr Ian Fairbairn, Dr Tom Gallagher, Mrs Margaret Garbett, Dr Elizabeth Hensel, Mrs Bridget Mitchell and Ms Susan Price

Apologies were also received from Tim Jones (Executive Director of Delivery), Mike Sexton (Chief Financial Officer) and Jason Wouhra (Non-Executive Director).

G15/36 Quorum

The Chair noted that a quorum was present and, accordingly, the meeting could proceed to business.

G15/37 Declarations of Interest

There were no declarations of interest in the matters to be considered by the Council.

G15/38 Minutes of the Meetings of the Council of Governors of 20 July 2015

It was agreed that the minutes of the meeting held on 20 July 2015 needed to be changed. The last paragraph in item G15/30 should read:

“It was also agreed that Governors who are members of the Patient and Carer Council (Wards) will continue to undertake “Adopt a Ward” visits in their capacity as Volunteers, but will no longer attend the “Back to the Floor” visits organised by the Patient Carer Council. They will attend the Quality and Safety visits (also referred to as “Inpatient Drop-Ins” in their capacity as a Governor”.

The rest of the minutes from the 20 July meeting were an accurate and true record.

G15/39 Matters Arising from the Minutes

None

G15/40 Chair’s Report

The Chair reported that she and the CEO had invited the CQC to visit the Trust following the inspection earlier in the year. The CQC have posted two differing reports on their website regarding the visit giving two different findings and two different recommendations.

They also took the opportunity to inform the CQC that the behaviour and attitude of the inspectors had resulted in wide spread upset with many staff feeling threatened and bullied.

It was also reported that the Trust had experienced a significant flood owing to an accident when the local water board undertook some excavating work and damaged a main pipe. This resulted in thousands of gallons of water flowing into a service corridor and parts of the Wolfson Building. Owing to business continuity plans, the result was minimal disruption, however the financial implications of the accident are being assessed with departments collating their losses and coordinating with the Trust solicitors. The Chair praised the excellent response from both the UHB and Cofley staff involved in managing the incident.

The Director of Communications confirmed that the content on the screens in Outpatients was currently being reviewed and would be updated to include advertising Trust Membership which would coincide with Membership week in November.

Resolved: To accept the report.

G15/41 Final Annual Report & Accounts including Quality Report/Account for 2014/15

The Director of Communications presented hard copies of the latest Report and Accounts to all Governors to take away with them. No questions were raised.

Resolved: to receive the report

G15/42 Quality Account Update Report for Q1 including update on Deloitte External Audit for 2014/15

The Council of Governors considered the report presented by Imogen Gray on behalf of the Executive Medical Director.

All improvement targets are being met and lots of work has been done to reduce missed doses – this has been particularly driven by the Head of Patient Experience, Mandy Green and her team.

One Governor questioned an item on page 36 which stated that a lower percentage indicator results in better performance and asked if this indicated a good safety culture. The Executive Medical Director assured the Governors that a higher reporting rate is a sign of a better performance.

Resolved: to accept the report.

G15/43 Patient Care Quality – Quarterly Report to include Infection Control Update

The Council of Governors considered the report presented by the Chief Nurse which covered the period up to the end of Q1. All infections are showing a downward trend, apart from MRSA where we have had a marked increase in cases. A detailed review of these cases has been undertaken to enable corrective action to be taken to improve the position. Along with a continuing focus on hand hygiene and the correct use of personal protective equipment, the key actions which specifically related to MRSA were (1) Ensuring inpatients were appropriately screened on admission to hospital, changing the previous policy whereby some patients undertook the screen themselves, which may not have been fully effective in some cases, and (2) Ensuring decolonisation occurred where a positive MRSA screen was obtained along with routine decolonisation for patients within critical care (routine undertaking of decolonisation within critical care had ceased a couple of years ago, following guidance at that time). An action plan is now in place.

One Governor asked if all swab testing would be carried out by Trust staff. This will be the case. Inpatients will be screened at pre-assessment clinic or on admission to hospital. If patients remain in inpatient wards in excess of 28 days, re-screening will occur (a reminder flag shows on the PICS screen) and anyone showing a positive result is decolonised.

Another Governor questioned whether Locate/Agency staff go through the same training as Trust staff in relation to this screening. The Chief Nurse reported that all Locate (bank) staff go through the same process. For agency staff, the Trust works with the relevant agencies to ensure that the required training takes place.

The Chief Nurse reported that following the National Inpatient Survey for 2015, the sample size had been extended from 850 to 1250 and that all organisations across the country would be surveyed in July to give more accurate comparisons.

With regards to falls, these have reduced overall with the percentage of patients falling and not harming themselves increasing from 76% to 79.6%.

A significant improvement has been made in lowering the number of pressure ulcers with zero reported of Grade 3 or 4. This has resulted

in the Trust being seen as a model of best practice. The focus on Grade 2 pressure ulcers continues.

A Trust wide audit is being undertaken to look at the number of urinary catheters in use. This is to raise the awareness of the risks of infection and to question whether their use is always entirely appropriate.

Significant work has been undertaken in relation to Discharge involving the Executive Chief Operating Officer and the Director of Partnerships. The number of complex discharge cases has seen a rapid decline.

Resolved: to receive the report

G15/44 Performance Indicators Report

The Executive Director of Operations presented the report on behalf of the Executive Director of Delivery who is on annual leave.

The report only indicates where there are issues against indicators – one area being Cancer performance where the Trust has struggled since the autumn of 2013 due to the number of referrals which have seen a growth of 15% each year.

Performance for all but one cancer targets will be above target in July and August. The 62 day GP target will still be below – a key issue is the number of referrals the Trust receives late in the pathway, often after the target deadline.

July saw one of the best ever months for Ambulance Handover, with 99.9% of cases being handed over within 60 minutes.

Only 4 out of the 64 key tasks included in the 2015/16 Annual Plan are not currently on track.

Resolved: to accept this report.

G15/45 Finance and Activity Report – Quarterly Update

The Council of Governors considered the report presented by the Director of Finance. The Trust has planned for a £23.7m deficit for 2015/16 and although we are not under formal investigation by the regulator we are working with Monitor to look at how we can move towards a more sustainable footing for the next financial year.

Performance in Q1 was broadly in line with plan with a small (£0.5m)

variance driven by a significant overspend in operational departments.

To achieve the planned £18m in efficiency savings over the year will be difficult but we are currently at 74% of target and would expect to achieve at least 90% by year end. Q1 also saw an increase in spend on Agency nurses but actions have been implemented to bring this back in line with trajectory.

With regards to our cash position we have £56.6m in the bank which allows us to retain more autonomy than those organisations who need cash support from the Department of Health (DH).

The DH issued cash bailouts across the country of £1.2m in 2014/15. The requirement is likely to be higher in 2015/16 with approximately 85% of Trusts in deficit this year.

Resolved: to approve this report.

G15/46 **Governors' Feedback**
None.

G15/47 **Any other business**
None.

G15/48 **Date of Next Meeting**
Thursday 19 November 2015
2.00 p.m. – 4.00 p.m.
(1.30 p.m. – 2.00 p.m. Pre-Meeting)
Meeting Rooms 1 & 2, Trust HQ

(AGM to be held on Monday 21 September at 6.00 p.m.
Lecture Theatre 3, QEHB)