

## Summary report of the meeting of the Board of Directors held on Friday 24 May 2013

This report presents a brief summary of the issues discussed at the May 2013 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 July 2013.

### 1. Patient story

The Board met with two members of its Maple Community Midwifery Team based in Kirkby, together with two women who had received care from the Team and their babies. The Midwives spoke about the care provided to Kirkby women which included homebirths and community based obstetric care. The Team was very keen to promote Liverpool Women's as the place of choice for Kirkby women to have their babies and would be hosting an open/awareness day in the town centre on Friday 31 May 2013 to talk to local women about how the Trust could support them during pregnancy.

The two women who had received their care from the Trust spoke about their positive experiences and how supported they had felt during their hospital and home deliveries.

### 2. Annual Plan 2013/14 – 2015/16 and Corporate Objectives for 2013/14

The Trust's Annual Plan 2013/14 to 2015/16 was approved as were its corporate objectives for 2013/14.

### 3. Budget and contracts 2013/14

Agreement had been reached in respect of the Trust's main contract for 2013/14. The income levels achieved through negotiation would deliver the proposed 2013/14 budget including a £1m surplus and £1m contingency reserve. There were no block contracts for the year and all were activity based. This represented a risk to the Trust as income could rise or fall parallel to fluctuations in activity.

### 4. Board Assurance Framework 2013/14

The Trust's Board Assurance Framework for 2013/14 was approved and which includes all of the major risks to achievement of the Trust's objectives.

### 5. Clinical Commissioning Group Quality Review

The report of the Clinical Commissioning Group's (CCG) Quality Review had been received and which had identified no new issues. The Trust had developed an action plan in response to the Review which had input from the clinical workforce via Trust Management Group and the Medical Staff Committee. Implementation of the action plan would be overseen by the Board's Governance and Clinical Assurance Committee.

### 6. Committee annual reports 2012/13

The Board received the annual reports of its Audit Committee and Governance and Clinical Assurance Committee for 2012/13 – see below.



Annual Report 2012 GACA Annual Report  
2013 vdrafttwo.doc 2012-13 v3.doc

### 7. Patient Led Assessments of the Care Environment (PLACE)

Details were received about the new process to assess the environment in which patient care was provided. It replaced the Patient Environment Action Team (PEAT) process and the Trust's first PLACE assessment was held on 22 May 2013, the results of which would be available in August or

September 2013. It was noted that the Trust's internal and external signage was being replaced over the next three months.

## 8. Performance report

The Board received a report giving details of red performance indicators together with an outline of action being taken in respect of each of them. Reasons for non-compliance with any target (such as late minute cancellation of surgery) would be tested on a weekly basis to ensure they were appropriate (for example because the patient was not fit to undergo the surgery planned). Some of the targets were still being negotiated with the CCG and thus may alter.

## 9. Annual report and accounts, including quality report, annual governance statement and letter of representation 2012/13

Subject to required final amendments, the Board approved the annual report, financial accounts, quality report and Annual Governance Statement for the Trust 2012/13.

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### 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 five 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 (Senior Independent Director) | Mr Jonathan Herod (Medical Director)   |
| Ms Liz Cross (Vice Chair)                      | Mrs Gail Naylor (Director of Nursing, Midwifery & Operations)                  |
| Mr Ian Haythornthwaite                         | Mrs Michelle Turner (Director of Human Resources & Organisational Development) |
| Dr Pauleen Lane                                |  |

There is currently a vacancy for a Non-Executive Director (NED), to be considered by the Trust's Council of Governors which is responsible for appointing the Chair and NEDs of the Board.

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](mailto:julie.mcmorran@lwh.nhs.uk) / 0151 702 4033.