

Summary report of the meeting of the Board of Directors held on Friday 13 April 2012

This report presents a brief summary of the issues discussed at the April 2012 meeting of Liverpool Women's NHS Foundation Trust Board of Directors.

1. Patient and staff story

The Board listened to a patient and staff story, told by members of the Trust's maternity staff, in respect of work to improve the environment of the maternity wards as a part of the Big Push project. It was reported that real benefits to both patients and staff alike had been brought about by the building work, in particular the fact that midwives were now based in the ward areas with the women they were caring for.

2. Health and Social Care Act 2012

The Health and Social Care Act 2012 had been passed. It would introduce a number of changes to the NHS which the Trust would need to respond to, some within two months and some within the year. In particular it introduced new duties for directors and governors, increased the amount of private patient income a Trust could generate, and required the Board to hold meetings in public. It was agreed that an action plan be prepared for the Board and Council of Governors in respect of implementation of the Act.

3. Focusing on Excellence

Some 99 entries had been made to this year's Focusing on Excellence awards, the awards which recognised the excellent work and innovation by Trust staff. The awards ceremony had been held on 5 April 2012. The Board discussed how best to promote the work described in the entries, including summarising them on the Trust's website and entering a number of them for national awards.

4. Patient blog

A patient blog had recently gone live on the Trust's website, believed to be the first in the country.

5. Care Quality Commission unannounced visit

The report of the CQC's unannounced visit to the Trust, on 7 February 2012, was received. It was an overwhelmingly positive report although an area of moderate concern was reported in respect of medicines management. Actions had already been taken in response to those concerns. The Board noted the report.

6. Patient surveys 2011

Directors reviewed the results of the Trust's patient surveys, conducted in 2011 as part of the national patient survey programme. They were primarily related to the Trust's gynaecology services and focused on both inpatients and outpatients. Response rates of 47% and 51% were achieved for outpatients and inpatients respectively. The Board noted the survey findings and learned that more frequent, internally prepared patient surveys would be undertaken during the year. It was agreed to consult with governors in respect of how best to measure patient experience using these surveys.

7. Staff survey

The Trust's results from the 2011 NHS staff survey were received. The Trust's response rate was 57% and based on the 38 key findings, some 31 had not statistically significantly changed from the previous year. The remaining seven had deteriorated. The Board noted the survey findings and the fact that more frequent, internally prepared staff surveys would be undertaken during the year.

8. Putting People First strategy first year review

Progress against the first year of the Trust's Putting People First strategy (relating to human resources and organisational development) was reviewed. The Board was pleased to note that of the 22 actions planned, 15 had been achieved, 6 were in progress and one had been deferred.

9. Risk management strategy, estates strategy and information management and communications technology strategy

The Board approved the strategies.

10. Financial plan 2012/13

The Board approved the Trust's financial plan for 2012/13. The plan was based on the need for the Trust to maintain a Financial Risk Rating of 3 (as set by Monitor, the independent regulator of Foundation Trusts) and included a cost improvement programme of £6m.

11. Operational plan 2012/13

The Board approved the Trust's operational plan for 2012/13.

12. Liverpool Academic Health Science System - Liverpool Health Partners

The Board approved the self-certification required in respect of its partnership in the Liverpool Academic Health Science System, to be known as Liverpool Health Partners. This would be forwarded to Monitor for risk assessment as required.

13. Appointment of Vice Chair

Non-Executive Director Liz Cross had been appointed unopposed to the role of Vice Chair of the Board of Directors, with effect from 1 April 2012.

14. Appointment of Senior Independent Director

Non-Executive Director Steve Burnett had self-nominated for the role of Senior Independent Director. He had met with the Council of Governors' Nominations Committee who considered and supported his nomination. That committee would recommend his appointment to the role at the Council of Governors' meeting on 18 April 2012.

15. Performance and assurance as at February 2012

Directors reviewed the Trust's performance and assurance report.

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) |

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 / 0151 702 4033.