

## **Summary report of the meeting of the Board of Directors held on Friday 1 July 2011**

This report presents a brief summary of the issues discussed at the July 2011 meeting of Liverpool Women's NHS Foundation Trust Board of Directors.

### **1. Health and Social Care Bill**

The listening exercise concerning the proposals as detailed in the Bill had concluded and the government's response to the recommendations published. The Bill had returned to the House of Commons and had until 14 July 2011 to complete its Commons passage. It would then be considered in the House of Lords from September 2011 with a view to the legislation being completed by early 2012. The timescale associated with the reforms had been somewhat relaxed as a result of the review.

### **2. Human Fertilisation and Embryology Authority (HFEA)**

The Hewitt Centre at the Trust had undergone an interim licence inspection by the HFEA in June 2009. The formal report from the inspector was awaited and there was no indication at the conclusion of the inspection that any conditions would be applied to the Trust's licence.

### **3. Liverpool Women's @ Aintree**

The final evaluation report from Liverpool Primary Care Trust (PCT) in respect of the public engagement process undertaken as a part of the transfer of services provided by the Trust from the Aintree Centre for Women's Health to Crown Street was received. The Trust and PCT representatives had met recently with Knowsley Local Involvement Network (LINK) when it was noted that some 3,000 women living close to Aintree attended outpatient appointments at Crown Street. It had been agreed that the Trust would investigate why this was.

A task and finish group with Trust and LINK membership was to be established to address the transport links needed between the two hospital sites. Patient flows, transport and the potential to move some patient services from Crown Street to Aintree were areas of work that would continue to be pursued.

### **4. Patient story**

Directors listened to an audio recording made by a patient of the Trust's Reproductive Medicine Unit where she had successfully undergone in-vitro fertilisation.

### **5. Complaints, Litigation, Incidents and Patient Advice and Liaison Service annual report 2010/11 (CLIP report – patient experience)**

The Board received the annual report for 2010/11 detailing complaints, litigation, incidents and Patient Advice and Liaison Service (PALS) issues for the year. Some 127 complaints were received and 261 contacts made with the PALS. A total of 3,676 incidents were reported (reporting of incidents is actively encouraged and a high level of reporting is regarded as a positive indicator of good risk awareness and management) and 212 cases of litigation brought. The purpose of presenting the data in this way was to allow the identification of common themes across the four areas of patient experience together with potential risks. Consideration of the data in this way also informed the Trust's quality improvement programme.

A number of the issues highlighted in the report were already being addressed and of the two themes appearing in each CLIP work-stream, the primary focus would be on clinical care and treatment.

### **6. Investors in People**

The Trust had recently been assessed for Investors in People and reapproved as compliant with the standards.

## 7. Performance and assurance as at May 2011

Directors reviewed the Trust's performance and assurance report.

## 8. Infection prevention and control annual report 2010/11, safeguarding annual report 2009/10 – 2010/11 and annual health, safety and security report 2010/11

The Board received the annual reports.

## 9. Board register of interests

The latest register of interests declared by members of the Board of Directors was reviewed (available on the Trust's website).

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### A note about Liverpool Women's Board of Directors

Liverpool Women's Board of Directors comprises seven 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 Dave Carbery (Senior Independent Director)	Mrs Vanessa Harris (Director of Finance)
Ms Liz Cross	Mr Jonathan Herod (Medical Director)
Mr Ian Haythornthwaite	Mrs Gail Naylor (Director of Nursing, Midwifery & Patient Experience)
Dr Pauleen Lane	Ms Caroline Salden (Chief Operating Officer)
Mr Roy Morris	Mrs Michelle Turner (Director of Human Resources & Organisational Development)
Mr Hoi Yeung	

The Trust's Council of Governors is responsible for appointing the Chair and Non-Executive Directors (NEDs) of the Board. In April 2011 the Council agreed succession plans in respect of two of the three NEDs whose term of office is due to end early in 2012. It will confirm plans in respect of the third upcoming vacancy before the Autumn of 2011.

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.