

COUNCIL OF GOVERNORS' MEETING

11 FEBRUARY 2016

Paper Title:	Report on Board of Directors' Meetings
Lead Director:	Michael Smith, Chair
Paper Author:	Paul Hogg, Trust Secretary and Stella Jackson, Deputy Trust Secretary
Agenda Item:	5
Presented For:	Information and Discussion

1. PURPOSE OF THIS PAPER:

The purpose of this paper is to:

- Provide some general information about the key issues occupying the Board since the last Council of Governors' meeting;
- Provide an opportunity to gather any areas of 'data' from Governors that requires further follow up/engagement;
- Summarise key Board issues that are planned during the next three months; and
- Invite Governors to identify any key programmes of work they would like to receive an update about at forthcoming Council of Governor meetings (the Board work programme is attached at Annex A to enable Governors to do this).

2. EXECUTIVE SUMMARY:

BDCFT Board issues

The Board's discussions (in both private and public meetings) have focused on the following:

- **Clinical Information System Preferred Supplier** (November and December 2015) – the Trust is in the process of procuring a supplier to develop a clinical information system. The purpose of the system is to develop an integrated healthcare record which stores the patient's/service user's healthcare data in one place and which can be accessed, subject to certain restrictions, by a range of healthcare professionals. This will ensure that any patient/service user using healthcare services within the local area would not need to provide their personal details more than once. The procurement of such a system requires an appropriate investment of time and resource to ensure a system which is fit for purpose is procured. At the Board meetings, The Board received assurances about the following before agreeing the preferred bidder status:

- Robustness of the procurement process;
 - Timetable to deliver the project;
 - Affordability of the system;
 - The tender specification;
- **Children's Services** – the Board has been involved in shaping the structure and direction of travel for the Trust's new Children's Directorate aimed at building a model to support the child, young person and family. The Board development session in December focused on understanding the key drivers impacting on children's services, the re-design work undertaken to date and the governance structures that will be required. There has been active participation from all frontline services and corporate services with the aim of developing new pathways and service delivery models that will mitigate the risk of these services being re-tendered on the open market.
 - **BME Diversity in Employment Strategy** (December 2015) - This Strategy outlines how the Trust will recruit and maintain a workforce which reflects the diversity of the local population. The Strategy contains a target of 35% BME representation within the workforce at all levels. Trust Board received assurances about plans in place to recruit and develop BME staff and about ways in which data will be captured relating to BME workforce representativeness at a team level.
 - **Safer Staffing Levels Six Monthly Update** (December 2015) - There is an ongoing requirement that all NHS organisations take a six-monthly report to their Board regarding their nursing and midwifery staffing. The Trust's safer staffing levels are also considered by the Safer Staffing Steering Group which ensures that: a full staffing analysis is achieved, reporting requirements are met and updates from the workforce planning meetings are provided. The Board was assured that current staffing levels were providing the cover needed to deliver safe and good quality patient care and agreed an effective e-rostering system was needed to ensure the accuracy of data. The Board was also assured about action being taken to address some staffing concerns including the conversion of some band 5 posts to band 6 (in order to retain staff) and the development of the in-house Staff Bank (which will reduce the need for the Trust to utilise external agency staffing); and
 - **Quality and Safety Effectiveness Review – Report to Monitor** (January 2016) – When the Trust was awarded Foundation Trust status, Monitor requested that a review of the effectiveness of the Quality and Safety Committee be undertaken. We subsequently appointed Tees, Esk and Wear Valley Foundation Trust to undertake the review and we've now had their response. Overall, the findings were generally positive and the evaluation report contains a number of recommendations to further strengthen governance and committee effectiveness. We will be putting an action plan together in response to the recommendations.

Looking forward – Board of Directors Work Plan

In the next three months the Board will be discussing and seeking assurance about a number of strategic and service development issues including the following:

- Completion of the **2016/17 Annual Planning process and final plan approval**;
- **Risk Management Strategy** (February) – the risk profile of the Trust will be reviewed on conclusion of the Annual Planning process;
- **Clinical Information System Contract Award** (February) – an update will be provided about progress with this key piece of work;
- **Staff Survey Results** (April) – the results of the survey will be considered;
- **Procurement of a Mental Health Clinical Information System** (April) – an update will be provided about the integration of the Mental Health record system with the clinical information system referred to earlier in this paper;

RECOMMENDATIONS:

That the Council of Governors:

- Receive this information and seek any further clarification from the Trust Chair;
- Determines whether the assurances highlighted are sufficient; and
- Identifies any key programmes of work they would like to receive an update about at forthcoming Council of Governor meetings.