

Minutes

Board of Directors' meeting held in public																						
Wednesday, 25 October 2017	1.00pm – 3.00pm	Ferndene, Prudhoe																				
<p>Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Alexis Cleveland</td> <td>Chair</td> </tr> <tr> <td>Dr Leslie Boobis</td> <td>Non-Executive Director</td> </tr> <tr> <td>Martin Cocker</td> <td>Non-Executive Director</td> </tr> <tr> <td>Miriam Harte</td> <td>Non-Executive Director</td> </tr> <tr> <td>John Lawlor</td> <td>Chief Executive</td> </tr> <tr> <td>Dr Rajesh Nadkarni</td> <td>Executive Medical Director</td> </tr> <tr> <td>Lisa Quinn</td> <td>Executive Director of Commissioning and Quality Assurance</td> </tr> <tr> <td>Peter Studd</td> <td>Non-Executive Director</td> </tr> <tr> <td>Gary O'Hare</td> <td>Executive Director for Nursing and Operations</td> </tr> <tr> <td>Lisa Crichton-Jones</td> <td>Executive Director for Workforce and Organisational Development</td> </tr> </table>			Alexis Cleveland	Chair	Dr Leslie Boobis	Non-Executive Director	Martin Cocker	Non-Executive Director	Miriam Harte	Non-Executive Director	John Lawlor	Chief Executive	Dr Rajesh Nadkarni	Executive Medical Director	Lisa Quinn	Executive Director of Commissioning and Quality Assurance	Peter Studd	Non-Executive Director	Gary O'Hare	Executive Director for Nursing and Operations	Lisa Crichton-Jones	Executive Director for Workforce and Organisational Development
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Agenda Item		Action
89/17	<p>Welcome and apologies</p> <p>Apologies were received from: James Duncan and Ruth Thompson.</p>	
90/17	<p>Declarations of interest</p> <p>Martin advised he has been appointed as a member of an Audit Committee at Durham University. He also noted that in relation to item 9iv he is Chair of NTW Charitable Funds Committee.</p> <p>Lisa Quinn, Gary O'Hare and Alexis Cleveland are also members of NTW Charitable Funds Committee.</p> <p>In relation to item 9v Peter informed members he is Chair of NTW Solutions Limited.</p>	

91/17	<p>Action list and matters arising not included on the agenda</p> <p>John updated on the staff survey noting that with five weeks remaining we have achieved a response rate of 45% across the NTW Group.</p>	
92/17	<p>Chair's Report</p> <p>Alexis updated the Board in relation to the HSJ Awards where John has been nominated for Chief Executive of the Year and the Trust has been nominated as Provider Organisation of the Year. Alexis congratulated everyone involved.</p> <p>Alexis highlighted the process to recruit a new Chairperson continues led by the Nominations Committee. We have received firm interest from a number of credible candidates.</p>	
93/17	<p>Chief Executive's Report</p> <p>John provided an update from the Secretary of State Visit on Friday 29 September. The focus of the visit was patient safety. John informed the Board that Mr Hunt is keen for NTW to support the Department of Health and NHS England to develop patient safety metrics for mental health services.</p> <p>Dr Rajesh Nadkarni informed the Board that Professor Gangadhar, Director of the National Institute of Mental Health and Neurosciences in India visited Hopewood Park on 12 October. He discussed future collaborative work in terms of research, building up clinical services and sharing good practice and new models of delivery. Dr Nadkarni mentioned the Trust will be working toward a joint symposium next year to plan and build on existing and potential collaborative work.</p>	

94/17	<p>Service User Experience</p> <p>Alexis asked the Board what they wanted from these sessions in terms of service user experience and asked are there any particular areas the Board would like to explore further. Lisa Quinn mentioned that it is really helpful to hear from staff as well as service users and to encourage attendance to share their experiences with Board members. Gary O’Hare mentioned exploring recorded interviews if staff or service users are not available to attend Board.</p> <p>It was agreed Alexis will discuss with Caroline Wild a programme for future Board meetings of which areas to target incorporating video links and how to encourage staff to attend.</p>	AC/CW
95/17	<p>Quality, clinical and patient issues</p> <p>i) Quarters 1 and 2 – Visit Feedback themes</p> <p>Gary O’Hare informed the Board there were less service visits arranged this quarter which was due to the Operational Restructure. Gary highlighted key themes and issues arising from the visits within the paper.</p> <p>Alexis highlighted the importance of arranging Non-Executive service visits and will be working with Caroline Wild to devise a programme.</p> <p>Peter raised a query regarding parking at Monkwearmouth Hospital. Gary confirmed that permits have been issued for staff to park at the nearby Stadium of Light parking to improve the situation. Dave Rycroft highlighted a scheme has been approved within this year’s capital programme to increase the number of spaces on site.</p> <p>The Board noted the report.</p> <p>ii) Service User and Carer Experience Summary Report</p> <p>Lisa Quinn presented the report, highlighting that 1,700 service users and carers have taken the opportunity to provide feedback on their experience with the Trust during Quarter 2, but highlighted there has been a 6% decrease in the total number of responses received during Quarter 2 compared with the previous quarter. The proportion received from carers had increased during the quarter compared to the last quarter with 34% of responses being received from carers in the last quarter.</p> <p>The Board noted the report.</p> <p>iii) Safer Care Report</p> <p>Anne Moore presented the report, highlighting that it includes activity relating to Quarter 2 (July to September).</p> <p>Anne noted that reviewing and learning from deaths is an integral part of the work the Trust has been undertaking over the last few years to ensure that the physical health of service users is treated as equally important as their mental health care and ensure that they are offered the same opportunities to prevent and treat physical ill health as the rest of the population.</p> <p>Board of Directors’ Minutes held in public – 25th October 2017</p> <p>Peter commented that it was positive to see a reduction in violence, aggression and self-harm.</p>	

<p>96/17</p>	<p>Strategy and Partnerships (including Commercial and Business Development)</p> <p>i) Postgraduate Medical Education Annual Self-Assessment report to Health Education England</p> <p>Dr Lisa Insole, Community Psychiatrist and Associate Medical Director for Medical Education attended for this item to provide an update on the Trust's annual self-assessment of medical training, both undergraduate and postgraduate. Lisa also highlighted the 'Guardian for safe working hours' forum has been very positive at a local level.</p> <p>The Board approved the report and Alexis asked for the Board's thanks to be passed to the team for compiling the report.</p> <p>ii) Clinical Effectiveness Strategy</p> <p>Dr Rajesh Nadkarni presented the refreshed clinical effectiveness strategy and implementation plan, noting that it has been updated to ensure interdependency with other Trust strategies and developments.</p> <p>The Board approved the Strategy.</p> <p>iii) Research and Development Strategy</p> <p>Dr Rajesh Nadkarni presented the report to the Board and mentioned there had been significant progress and some clear evidence of the impacts of the strategy and that it had been updated to reflect the new Trust strategy and vision.</p> <p>iv) NTW Charity Annual Report and Accounts</p> <p>Alexis stood down from the Chair for this item as she is a member of the Charity Committee. Peter Studd took over the role of Chair.</p> <p>Martin Cocker presented the report, highlighting that it summarises the activities of the charity for the year ended March 31.</p> <p>The Board received and approved the report. Alexis resumed the Chair.</p> <p>v) NTW Solutions – Phase 2</p> <p>Peter highlighted that at the last Board meeting, approval was given to complete the remaining steps to enable Phase 2 of the development of NTW Solutions Limited to be implemented from 1st November 2017.</p> <p>Following further discussion since the previous meeting, it was proposed that Wellington House, Blyth, and Chad House, Hexham be omitted from the proposed lease transfers; and that payment for Ravenswood Clinic, Lobley Hill Clinic, Elm House and Wallace Green would now be financed through a premium payment by the Company to the Trust, rather than annual rent.</p>	
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	<p>Peter explained that as these properties are not being taken forward as part of Phase 2, the asset transfer value and financial model have been revised accordingly with a total revised value of £5,256,320</p> <p>The Board approved the recommendation to proceed with Phase 2 and the transfer of specified assets and services of the Trust to the Company. Gary O’Hare and Dr Leslie Boobis were authorised to sign the relevant legal documents on behalf of the Trust.</p> <p>The formal board minute required for the transaction is appended to the minutes.</p>	
97/17	<p>Workforce</p> <p>i) Workforce Directorate Quarterly update</p> <p>Lisa Crichton-Jones presented an update to the Board which was noted.</p>	
98/17	<p>Governance</p> <p>i) Corporate Decisions Team – Terms of Reference</p> <p>John presented the Terms of Reference for the Corporate Decisions Team which have been updated to reflect membership changes. It was noted a couple of minor changes need to be made which Lisa Quinn will take forward.</p> <p>The Board approved the Terms of Reference.</p>	LQ
99/17	<p>Minutes / Papers for information</p> <p>i) Council of Governors’ issues</p> <p>Alexis highlighted the ongoing election process for a number of seats. Successful candidates will be appointed from 1st December.</p> <p>ii) Committee updates</p> <p>There were no specific issues to highlight to the meeting.</p>	
100/17	<p>Any Other Business</p> <p>There was no other business to note for this meeting.</p>	
101/17	<p>Questions from the public</p> <p>There were no questions from members of the public.</p>	
102/17	<p>Date, time and place of next meeting</p> <p>Wednesday, 29 November 2017, 1.30pm, Large Training Room, Hopewood Park</p>	