

Minutes

Board of Directors' meeting held in public																						
Wednesday, 29 November 2017	1.00pm – 3.00pm	Large Training Room, Hopewood Park																				
<p>Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Alexis Cleveland</td> <td>Acting Chair</td> </tr> <tr> <td>Dr Leslie Boobis</td> <td>Non-Executive Director</td> </tr> <tr> <td>Lisa Crichton-Jones</td> <td>Executive Director of Workforce and Organisational Development</td> </tr> <tr> <td>James Duncan</td> <td>Deputy Chief Executive / Executive Director of Finance</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>Rajesh Nadkarni</td> <td>Executive Medical Director</td> </tr> <tr> <td>Gary O'Hare</td> <td>Director of Nursing and Chief Operating Officer</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> </table>			Alexis Cleveland	Acting Chair	Dr Leslie Boobis	Non-Executive Director	Lisa Crichton-Jones	Executive Director of Workforce and Organisational Development	James Duncan	Deputy Chief Executive / Executive Director of Finance	Miriam Harte	Non-Executive Director	John Lawlor	Chief Executive	Rajesh Nadkarni	Executive Medical Director	Gary O'Hare	Director of Nursing and Chief Operating Officer	Lisa Quinn	Executive Director of Commissioning and Quality Assurance	Peter Studd	Non-Executive Director
Alexis Cleveland	Acting Chair																					
Dr Leslie Boobis	Non-Executive Director																					
Lisa Crichton-Jones	Executive Director of Workforce and Organisational Development																					
James Duncan	Deputy Chief Executive / Executive Director of Finance																					
Miriam Harte	Non-Executive Director																					
John Lawlor	Chief Executive																					
Rajesh Nadkarni	Executive Medical Director																					
Gary O'Hare	Director of Nursing and Chief Operating Officer																					
Lisa Quinn	Executive Director of Commissioning and Quality Assurance																					
Peter Studd	Non-Executive Director																					
<p>Also Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Anne Moore</td> <td>Group Nurse Director, Safer Care</td> </tr> <tr> <td>Anna Foster</td> <td>Deputy Director of Commissioning and Quality Assurance</td> </tr> <tr> <td>Simon Douglas</td> <td>Joint Director of Research, Innovation and Clinical Effectiveness</td> </tr> <tr> <td>Caroline Wild</td> <td>Board Secretary</td> </tr> </table>			Anne Moore	Group Nurse Director, Safer Care	Anna Foster	Deputy Director of Commissioning and Quality Assurance	Simon Douglas	Joint Director of Research, Innovation and Clinical Effectiveness	Caroline Wild	Board Secretary												
Anne Moore	Group Nurse Director, Safer Care																					
Anna Foster	Deputy Director of Commissioning and Quality Assurance																					
Simon Douglas	Joint Director of Research, Innovation and Clinical Effectiveness																					
Caroline Wild	Board Secretary																					
<p>In attendance:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Susan Hamilton</td> <td>Administration Officer (minutes)</td> </tr> <tr> <td>Wendy Spratt</td> <td>Voluntary Services Manager</td> </tr> <tr> <td>Paul Sams</td> <td>Peer support worker</td> </tr> <tr> <td colspan="2">3 members of the public</td> </tr> </table>			Susan Hamilton	Administration Officer (minutes)	Wendy Spratt	Voluntary Services Manager	Paul Sams	Peer support worker	3 members of the public													
Susan Hamilton	Administration Officer (minutes)																					
Wendy Spratt	Voluntary Services Manager																					
Paul Sams	Peer support worker																					
3 members of the public																						

Agenda Item		Action
89/17	<p>Welcome and apologies</p> <p>Apologies were received from Martin Cocker and Ruth Thompson</p>	
90/17	<p>Declarations of interest</p> <p>Rajesh Nadkarni informed the Board he is now an invited member of the Advisory Board for the Masters in Medical Leadership, CASS Business School, City University, London.</p> <p>Lisa Quinn and Gary O'Hare declared they are both CQC Executive Reviewers for Well-led reviews.</p>	

91/17	<p>Action list and matters arising not included on the agenda</p> <p>The action checklist was noted.</p>	
92/17	<p>Chair's Report</p> <p>Alexis Cleveland updated the Board on the process to appoint a new Chair.</p> <p>Alexis referred to the recent HSJ Award of provider of the year that was awarded to the Trust and she read out the judges' citation "<i>This was a unanimous decision. The depth of the embedded strategy within this Trust was impressive and a true exemplar of how focusing on evidence based, value driven and safety focused care – complimented with a clear digital strategy that has enabled fantastic performance and a thought leader within the NHS provider community</i>". The Board expressed thanks to all NTW staff and John Lawlor remarked that the award is for all of the Trust's dedicated staff who carry out an exceptional job supporting the people we serve every day, helping them to live the best lives they possibly can.</p> <p>Alexis also updated the Board on a meeting with Lesley Bessant, Chair of Tees, Esk and Wear Valley NHS Foundation Trust (TEWV). Among the items discussed was the possibility of a development day to look at a variety of collaborative opportunities.</p>	
93/17	<p>Chief Executive's Report</p> <p>John Lawlor presented the Chief Executive's Report and referred to the recent visit by Mr Jurgen Verbeek (from a Dutch mental health provider). During his visit to the Trust Mr Verbeek visited a number of services across the Trust and we will consider collaborative work in the future. The Board noted the report.</p>	
94/17	<p>Service User Experience</p> <p>Paul attended the meeting to provide the Board with an insight into his experience of using and working in Trust services.</p> <p>Alexis thanked Paul for attending the meeting and the rest of the Board conveyed their thanks to Paul for sharing his experiences.</p>	
95/17	<p>Quality, clinical and patient issues</p> <p>i) Mortality Report (Learning from Deaths) Anne Moore presented the report, which covers the period of seven calendar years from 2010 to 2016. The content of the report was noted by the Board.</p> <p>Les Boobis noted that 'deaths of suicide by male', showed a small, but noticeable change.</p> <p>James Duncan referred to the graph on page 10 showing a growing a trend of death by misadventure. Anne explained that this relates to addiction services where all deaths are reviewed, and this review includes the care and treatment provided by other agencies. Alexis suggested it would be useful to establish whether there are any actions in relation to this area</p>	

<p>needed and it was agreed that Damian Robinson would produce a report outlining the key areas for action in future Board reports.</p> <p>John Lawlor said there are many factors to consider when looking at this data, including that the North East has the highest suicide rate in the county. Alexis commented that although the data is much improved, better analysis would be helpful and it was agreed that this could form part of the collaborative working with TEWV referred to in the Chair's report.</p> <p>The Board noted the report.</p> <p>ii) Month 6 Commissioning and Quality Assurance Report Lisa Quinn presented the Month 7 position, which was noted by the Board, in particular that the report is similar to previous months. Lisa highlighted some changes to the Trust's contract.</p> <p>Les Boobis referred to Out of Area Placements and Lisa explained that the Trust currently reports these on a monthly basis. However, from 1 April 2018 there will be a requirement to set a three year trajectory to eliminate these.</p> <p>Miriam Hart referred to a number of CQC inspection reports and Lisa explained these are complete but not yet published and the Trust will be informed when they will be made public.</p> <p>iii) Volunteers' Annual Report Wendy Spratt attended the meeting to provide a presentation on the Trust's Volunteers' Annual Report. The report was noted by the Board and Wendy highlighted the salient points of the report. At the moment, the Trust has 110 active volunteers and 35% have previously been service users, the oldest being 86! She explained that NTW is part of a regional group, where all North East and Yorkshire voluntary services regularly meet.</p> <p>Wendy advised she has recently met with Gordon Allan, who set up the Sally Allan Trust, to consider a variety of potential initiatives.</p> <p>Wendy highlighted this year's Christmas card and explained that Voluntary Services asked service users to design the card. Service User Rosie was delighted to be asked and everyone, including the Board, complimented her design.</p> <p>James Duncan complemented the work of the volunteers and he extended his thanks to Christine Lopez, Voluntary Services Manager, who recently retired who he referred to as having huge passion for her work. Other Board members echoed these thanks.</p> <p>The Board noted the report and Alexis conveyed thanks to Wendy on behalf of the Board.</p>	<p>DR</p>
--	------------------

	<p>iv) National CQC Community Mental Health Survey Anna Foster attended the meeting and provided a presentation on the National CQC Community Mental Health Survey.</p> <p>The Board noted that the survey included 32 questions and the range of responses are scored out of 10.</p> <p>A comparison with last year is contained within the report and the Board noted the favourable results along with those that have deteriorated.</p> <p>The report also includes the results of all the Trusts that participated in the survey. It was noted that NTW is in the top third.</p> <p>Also included are comparisons with Points of You along with positive comments received, as well as areas of suggested improvement.</p> <p><u>Mental Health Inpatient Survey 2017</u> It was noted that the report had not been included with Board papers, so the report will be circulated following the meeting. Anna outlined the results of the survey to the Board and reported that people age 16 – 64 were surveyed and that 18 Trusts participated in the survey. NTW is in the highest 20% of Trusts for more than a third and highest of all for three questions.</p> <p>Following the presentation there were some comments from Board members. Lisa Quinn confirmed that a workshop is to be held and this survey is just one element that will be looked at as it is helpful to have these comparisons to pinpoint where other organisations have areas of good practice we can learn from.</p> <p>Lisa confirmed that the results of the survey will be included in the development of next year’s Quality Priorities, along with the Quarterly Report of Service User feedback.</p> <p>The Board noted the report.</p>	
96/17	<p>Strategy and Partnerships (including Commercial and Business Development)</p> <p>i) Research and Development Annual Report 2016/17 Simon Douglas attended the meeting to present this report. In particular, the implementation of the research strategy, the embedding of research culture and the contribution of the workforce.</p> <p>Rajesh suggested considering the possibility of the Trust becoming a partner in a Biomedical Research Centre in the future, as there could be much for the Trust to gain from this. The Board noted the report.</p> <p>ii) NTW Nurse Academy Business Case Gary O’Hare presented the business case to invest in the creation of an NTW Nurse Academy. Gary highlighted the removal of the government bursary for nurses and the impact this may have on the Trust in terms of recruitment.</p>	

	<p>A lengthy discussion on the financial implications of the proposal then ensued, recognising that the proposal required investment of £396k. James Duncan pointed out that although this would be a challenge in the short term, this would be a long term investment for the future workforce.</p> <p>Responding to a query from Les Boobis around the financial commitment included in the report, Gary O'Hare confirmed that the NTW contribution to support Non-Medical Training would be the maximum funding for 2018/19, and there is no required investment for the current financial year.</p> <p>Following discussion, the Board agreed to support the proposal in principle, with a full breakdown of costs to be prepared for the Board to consider at the next meeting in January.</p> <p>Action: A full breakdown of costs for the NTW Nurse Academy proposal to be prepared for the Board of Directors meeting in January 2018.</p>	GO
97/17	<p>Workforce</p> <p>i) Whistleblowing / Raising Concerns Lisa Crichton-Jones provided the Board with an update on cases from April to October. She advised there are no specific trends, but a slight increase in cases at Walkergate Park and work is underway to look into the issues. The Board noted the report.</p> <p>ii) Fit and Proper Persons' Test Caroline provided an update and reaffirmed that all Board members are required to undergo this test. The Board noted the report.</p>	
98/17	<p>Governance</p> <p>i) Quarterly Returns to NHS Improvement Lisa Quinn presented the Quarter 2 update of the NHS Improvement Single Oversight Framework, for the period April to September. The Board noted the report.</p>	
99/17	<p>Minutes / Papers for information</p> <p>i) Committee updates There was nothing specific to note for this meeting.</p> <p>ii) Council of Governors' issues Alexis reaffirmed that work recruiting a new Chair is underway and interviews will be held in December.</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	Date, time and place of next meeting Wednesday, 24 January 2018, 1.30pm, Conference Rooms, 1 & 2 Ferndene, Moor Road, Prudhoe NE42 5PB	
---------------	---	--