

**King's College Hospital NHS Foundation Trust Board of Directors - PUBLIC**

Minutes of the meeting of the Board of Directors held at 14:30 on Tuesday, 30 July 2013 in the Dulwich Committee Room, King's College Hospital.

**Members:**

Prof Sir George Alberti (GA)	Trust Chair
Graham Meek (GM)	Non-Executive Director, Vice Chair
Chris Stooke (CS)	Non-Executive Director
Faith Boardman (FB)	Non-Executive Director
Sue Slipman (SS)	Non-Executive Director
Prof. Ghulam Mufti (GM1)	Non-Executive Director
Tim Smart (TS)	Chief Executive
Roland Sinker (RS)	Chief Operating Officer
Simon Taylor (ST)	Chief Financial Officer
Dr. Michael Marrinan (MM)	Medical Director
Dr. Geraldine Walters (GW)	Director of Nursing & Midwifery
Angela Huxham (AH)	Director of Workforce Development
Jane Walters (JW) – <i>Non-voting Director</i>	Director of Corporate Affairs
Jacob West (JW1) - <i>Non-voting Director</i>	Director of Strategy

**In attendance:**

Sally Lingard	Associate Director - Communications
Tamara Cowan (TC)	Board Secretary (Minutes)
Jill Lockett (JL)	Director of Performance & Delivery (KHP)
Prof. Sir Robert Lechler (RL)	KHP Executive

**Apologies:**

Marc Meryon (MM1)	Non-Executive Director
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<u>Item</u>	<u>Subject</u>	<u>Action</u>
13/103	<b><u>Apologies</u></b>  Apologies for absence were noted.	
13/104	<b><u>Declarations of Interest</u></b>  There were no declarations of interest.	
13/105	<b><u>Chair's Action</u></b>  There were no Chair's actions to report.	
13/106	<b><u>Minutes of Previous Meeting</u></b>  The minutes of the meetings held on 21 and 28 May 2013 we approved as a correct record.	

<u>Item</u>	<u>Subject</u>	<u>Action</u>
13/107	<b><u>Matters Arising/Action Tracking</u></b>  The matters arising were noted.	
13/108	<b><u>Chair's and Non-Executive Directors' (NED) Report</u></b>  The report on the activities of the Chairman and non-executive directors for the period was noted.	
13/109	<b><u>Update from Board Committee Chairs</u></b>  <u>Quality &amp; Governance Committee (QGC)</u> GM1 advised that the Quality Governance Committee is very aware of how busy the hospital is at present and the potential impact on quality and as such the Committee is keeping a close eye on issues.  The Board noted the report and agreed that the membership of the Quality Governance Committee would, as of July 2013, comprise all Board members.  <u>Strategy Committee</u> SS reported that the Committee would receive a presentation from Sir Stephen Moss former Chairman of Mid-Staffordshire Hospital to get some insights into learning from that hospital's experience.  <u>Finance &amp; Performance Committee</u> GM advised that the Committee continues to meet on a monthly basis to review operational and financial performance.  This month the Committee received a detailed presentation from the Liver, Renal and Surgery divisions about how they are progressing their CIP plans.  <u>Audit Committee</u> CS advised that there was no significant update since the last meeting. The next meeting of the Committee will be in September and it will review the next tranche of internal audits.  <u>Equality &amp; Diversity Committee</u> The Committee continues to review how it can streamline and best deliver its remit.	
13/110	<b><u>Update on Council of Governors Activities</u></b>  The report on the activities of the Council of Governors for the period was noted.  <b>It was also agreed that a site visit of the PRUH would be arranged for Governors at the appropriate time.</b>	

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13/111	<p><b><u>Chief Executive's Report</u></b></p> <p>The Board noted the Chief Executive's report for the period.</p> <p>The following key points were noted:</p> <ul style="list-style-type: none"> <li>• Integrated care is being considered by the King's Health Partners' Board and work continues with GPs, primary care and other partners;</li> <li>• The system is working to find ways for older people with long term care issues to be better managed;</li> <li>• Norman Lamb has invited bids from Integrated Care Programme organisations;</li> <li>• The Trust is making good progress with the proposed acquisition of the Princess Royal University Hospital. Having agreed the appropriate level of support with David Flory, the Board has now entered the regulatory process with Monitor;</li> <li>• There will be a further significant checkpoint when both the Council of Governors and the Board of Directors will make the final decision in early September. Until then the Trust is working closely with Governors to ensure they understand the concepts of the full business case; and</li> <li>• The CLARHC bid has been submitted and the hub will be based at the Denmark Hill site with involvement from SLAM/loP.</li> </ul>	
13/112	<p><b><u>Finance Report – Month 02</u></b></p> <p>ST presented the finance report for month 02.</p> <p>The Board received the report. The following key points were noted:</p> <ul style="list-style-type: none"> <li>• Infill block 4 has been completed and is in the process of being commissioned. Additional beds will be provided through Infill Block 5 by 2015;</li> <li>• High-levels of demand pressures on capacity and the ability to manage tertiary activity flows effectively present financial challenges for the Trust; and</li> <li>• NHS England is facing resourcing challenges which is impacting on bringing the contract negotiations to conclusion but there are no significant issues which should impact on the signing of the contract.</li> </ul>	
13/113	<p><b><u>Performance Report – Month 02</u></b></p> <p>RS presented the performance report for Month 02.</p> <p>The Board noted the report and the following key points:</p> <ul style="list-style-type: none"> <li>• The Trust had had a long challenging winter which is reflected in the performance of the Emergency Department which has seen an increase in high acuity patients attending;</li> </ul>	

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13/114

- Whilst at the beginning of the year, month 01, the Trust had significant challenges around healthcare acquired infection (HCAI) performance has improved;
- RTT remains a significant area of challenge for the Trust and the action plan to combat this challenge is included in the report;
- The Trust's performance against the CQC's quality risk profile remains stable;
- 'How are we doing?' scores have dropped in renal, liver and trauma divisions for the first time;
- The work of the Francis Group continues and a full report will be presented at the next Board;
- All hospitals are facing the same challenge as the Trust related to the new CRE resistant organism. The only way to combat CRE is through routine infection control procedures and deep cleans. Most patient have the CRE organism when admitted so the Trust is enhancing its screening process to enable better detection and isolation of affect patients; and
- Infill block 4 will reduce the number of operations cancelled but it will not solve the capacity pressures in their entirety.

13/115

**KHP Update**

The Board received the update on KHP delivered by Prof. Sir Robert Lechler and Jill Lockett.

The following key points were noted:

- The KHP Partners' Board will consider the vision for KHP moving forward including looking at any synergies to be had from integrated care schemes, through organisational design and commercial opportunities;
- The Partners Board would meet again on 17 July to progress their discussions on developing the full business case;
- KHP staff survey will be issued across the partner organisations to gauge input from staff about the way ahead;
- The work to apply for reaccreditation continues and the pre-qualification questionnaire has been submitted;
- The interview for the CLARHC bid will take place in 10 days and could reap KHP £9m in additional funding; and
- KHP needs to get better at communicating the richness of its portfolio.

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13/116	<p><b><u>Quarterly Patient Safety Report</u></b></p> <p>The Board noted the quarterly patient safety report.</p> <p>The following key points were raised:</p> <ul style="list-style-type: none"> <li>• The Trust is conducting an analysis against all recommendations in the Francis Report;</li> <li>• The Trust had two MRSA cases in the first part of the year but no more at the time of writing this report;</li> <li>• The number of 'never events' have not declined in the way the Trust had expected;</li> <li>• The number of falls have increased slightly but the Trust is working on improving this position;</li> <li>• The number of pressure ulcers are on the decline with cases graded 2 or below;</li> <li>• VTE results have been good;</li> <li>• It is important that the Trust engage and commence review of its processes and begin preparation for the detail behind the new CQC regime; and</li> <li>• The Trust currently has good visibility of the performance of the three domains of quality, namely outcomes, safety and experience.</li> </ul>	
13/117	<p><b><u>Revised Standing Orders</u></b></p> <p><b>The Board approved the revised standing orders which now reflected changes to the Trust Constitution and current best practice.</b></p>	
13/118	<p><b><u>Board Committee Minutes</u></b></p> <p>The Board noted the minutes of the Finance &amp; Performance Committee meeting held on 30 April 2013.</p>	
13/119	<p><b><u>Any Other Business</u></b></p> <p><u>Open Day and Centenary Ball</u> It was noted that the Trust Open Day will be on Saturday, 7 July 2013. In addition, in this, its centenary year, the Trust would hold a number of themed events.</p>	
13/120	<p><b><u>Date of Next Meeting</u></b></p> <p>Tuesday, 30 July 2013 at 14:30 in the Dulwich Committee Room.</p>	