

CHAIRMAN'S REPORT

1. INTRODUCTION

- 1.1 The following notes are intended to provide brief information on a range of activities and items of interest progressed since the last meeting of the Governing Council, and some upcoming issues. I would be pleased to take questions and comments on any points and to provide further information if required.
- 1.2 The items within this report are not given in any order of priority: every issue is equally relevant and equally important – whether it's about governors, patients, staff or national news. If there are more items Governors would like to raise that are not covered in this report, I would be pleased to try to respond at the meeting.

2. GOVERNING COUNCIL UPDATES

2.1 Ann Frost

Whilst I have already advised everyone informally by email, I should also like to report formally on the recent resignation of one of our public governors, Ann Frost. Ann's resignation is for personal reasons and I am sure we all agree that our family's needs must come first. Whilst Ann goes with our best wishes for the future, she will be missed! Since joining the Governing Council in September 2010, Ann has made a really valuable contribution and I hope she will consider re-joining us in the future.

- 2.2 Under the Trust's current Constitution we may be able to respond to this vacancy in one of two ways: (i) to carry it forward until the next election, or (ii) to offer it to the next highest polled candidate in the Constituency from the most recent elections, for a period until the scheduled end of Ann's term of office (ie to 31st December 2012). Advice is awaited from Electoral Reform Services, the independent scrutineers of our Governing Council elections.

2.3 Membership Engagement programme

Work on the Governing Council's engagement programme is continuing and will pick up pace over the coming months. Two key areas presently being progressed include prospects for some joint work with the Barnsley Lesbian, Gay & Transsexual Group and submission of our application for a stand at the Penistone Show in September. More details on both events will be distributed when available and Governor support will be invaluable.

- 2.4 I have also been talking to Suzy Brain England about public engagement. As well as being one of our newer Non Executive Directors, Suzy is Chair of Berneslai Homes and clearly both the hospital and Berneslai have a shared interest in improving services for Barnsley residents. There may be a useful synergy between our governors and members and their residents panels, so that is another area where we might develop membership and engagement.

2.5 Governors' visit programme

The Board of Directors is very appreciative of this initiative, which has been developed through the Patients & Access sub-group (please see sub-group Minutes, under agenda item 11) and is being launched this month. The intention is to enable Governors to speak to our patients and visitors on the wards and invite

views about their experience, pick up on the positive feedback and also help the Trust to identify any areas for development. Two sub-group Chairs, Glyn Etherington and David Brannan, have registered to attend the first visit on 11th April and will be able to tell us more about it at the meeting. I am sure every Governor will become involved with this work and would like thank you in advance for contributing to this exciting new programme.

2.6 Governors' Tours

Only one of the planned hospital tours was able to take place in March. It followed the route of a patient coming into hospital through the Emergency Department, through diagnostics and assessment, on to the wards or home. The Governors who attended found it to be a very useful way to get a "behind the scenes" view of just some of the work undertaken by our staff, to help patients along this care pathway. The second date will be rescheduled in May and will again be open to everyone on the Governing Council.

2.7 Agency Work

Following the Governing Council's approval to proceed with external auditors for a VAT recovery scheme on locum agency, the Finance Team has looked at this project further, due to recognition that there is wider potential and other suppliers in this area.

2.8 The Team has now engaged HB Retinue, an established supplier with a good reputation working with public sector bodies including local authorities, to do some scoping and diagnostic work to help inform next steps for procuring a managed service. The work they will do over a six week period will include:

- a comprehensive audit of historic spend to ensure compliance with pricing agreements and identify any possible overcharging (benchmarks show Trusts can recover up to 2% of spend through this work)
- a full mapping of existing procurement and payment processes, identifying best practice, areas of risk and opportunity for cost reduction on spend

2.9 Through this work the Finance Team expects to get a much better understanding of required next steps which will inform the Trust's procurement of a VAT mitigation scheme and provide much more of an action plan for the Trust in managing agency spend overall. This is a key requirement in the workforce transformation project.

2.10 Annual reviews

a) *Sub-group Chairs*

As agreed in 2011, all sub-group Chair appointments now run for up to 12 months, renewable annually in June. It is therefore timely to ask Governors to consider the performance of our current Chairs – Glyn Etherington (Patients & Access), Bob Ramsay (Staff & Environment) and David Brannan (Strategy & Performance) – which I am sure you will agree has been excellent and has helped each of the sub-groups to make good progress over the past year.

b) These roles are open to all Governors. Alongside any additional expressions of interest received (see further comments below) and unless I receive any objections, I will be approaching the Chairs during the next month to ask if they would like to continue in post for another year. I am conscious, however, that it would be unfair to presume upon these three governors each year – they might want to continue their support for the sub-groups in a different role and we must also have regard to succession planning.

c) Additionally, there may be other governors who would like to consider becoming more involved by taking on one of these important roles. If you would like to know more about what each role involves, perhaps with an interest to applying

for the seat yourself, please do not hesitate to contact me, the Lead Governor, or the Secretary to the Board for more information or perhaps an informal discussion. Any expressions of interest should be with me by 4th May please, to enable recommendations to be presented at the next General Meeting.

d) *Sub-group Vice Chairs*

The current Vice-Chairs are Pauline Buttling (Strategy & Performance) and Viv Mills (Staff & Environment). These appointments were confirmed at the end of 2011 and will be subject to review by December 2012.

e) *Lead Governor*

It is opportune to remind Governors that the Lead Governor is also appointed annually in June, for up to 12 months. Joe Unsworth has filled this role exceptionally well since it was initially trialled (as Governor Representative) in 2008 and I am sure this is a view wholly endorsed by everyone on the Governing Council.

f) This post is open to all public governors and I would welcome any expressions of interest, to be with me before 4th May please.

g) In addition to any other expressions of interest received, I will also be liaising with Joe during the next few weeks to ask him to consider standing for a further term. Equally, however, I am conscious that this is a very demanding role and he might wish to continue his support for the Governing Council in a different role.

h) If anyone has any views about this role, about Joe's continued appointment or indeed about their own interest in it – perhaps for this year or 2013? - I would very much like to hear from you outside the meeting as soon as possible please.

i) *Terms of Reference*

The terms of reference for the sub-groups and the Lead Governor role will also be reviewed at the June meeting. Governors will have copies of these in their own files from earlier meetings but if anyone would like a further copy of any of these documents, please contact Carol Dudley.

j) *Constitutency groups*

As is my custom, I will be arranging to meet with you as Governors within your constituency groups. These have proven to be very useful in the past and I hope you will agree it is worthwhile repeating them. They are open forums – intended for you to be able to raise and explore ideas about how we can work together to support members from your constituencies.

k) *Constitutional Review*

Last – but by no means least – I refer to the Trust's Constitution. Due to the uncertainties around the Health & Social Care Bill at the time, we did not review this in 2011, but with Royal Assent granted on 27th March, it is now imperative that we do this. I know several of you have expressed an interest in being involved in the working group to lead on this work and I will ask Carol Dudley to contact you shortly to set up an initial meeting date in early May. If anyone would like to join this group, please contact Carol as soon as possible.

3. INTERNAL, LOCAL AND NATIONAL NEWS & EVENTS

3.1 Health & Social Care Bill

It would not be appropriate to complete a report at this time without making reference to the Health & Social Care Bill, which received Royal Assent in March. The impact on the NHS – and particularly on Foundation Trusts and the role of Governors – will be considerable. Whilst some aspects will take time to become established, I am advised that others will begin to take effect as early as June. The

Constitution (mentioned above) is just one example, as it should now start to take account of the changing responsibilities of Governors and Directors alike.

- 3.2 The Chief Executive is considering how best to assimilate and disseminate the required information to both boards - Directors and Governor - and will provide more information about this at the meeting. He will also be arranging briefing sessions shortly; dates will be circulated as soon as possible. I would encourage everyone to attend.
- 3.3 I am also aware that several national groups, including the Department of Health and the Foundation Trust Network, are considering options for training packages for governors – deliverable both centrally and locally. Again, I will ensure more information about this is shared with you as soon as it is available. Please be assured that the Trust will provide all practicable support to ensure Governors are fully briefed, aware of and trained on their changing roles and responsibilities.
- 3.4 HEART Awards
15th June will be the Trust's third annual HEART staff awards, to be held at Brooklands Hotel.
- 3.5 HEART stands for **H**elpfulness, **E**xcellence, **A**chievement, **R**esourcefulness and **T**alent. The Awards are intended to recognise just a few of our many staff, working both on the front line and behind the scenes, who deliver these traits so ably and continue to work with dedication and commitment to ensure the best care is provided for our patients.
- 3.6 The Awards have been realigned slightly this year to make the categories clearer. Details of the full range will be announced shortly and one – the Patient Safety Award – will be sponsored and presented on the night by the Governing Council. I believe this will fit well with the focus of Governors' work, as emphasised by the new programme of visits mentioned earlier.
- 3.7 As in previous years, several Governors will be invited to be involved with the judging panel.
- 3.8 Tickets will go on sale shortly at £20 each, with a small number available for Governors without charge, on a first come first served basis. Please do come along and support this important event.
- 3.9 In these recessionary times, the team working diligently to make sure that the Awards evening is another huge success has mentioned that sponsorship levels are understandably lower this year. Any ideas or contributions would be welcomed and should be directed to the Associate Director of Communications & Marketing.
- 3.10 Donations
Governors who attend public Board meetings or review the papers will be aware that I regularly report on the generous donations we continue to receive from our patients, their families and friends and organisations across the community. These gifts are used to support enhancements to services for patients, over and above anything funded as part of our core services.
- 3.11 In February and March we received over £30,000 in donations. This included several legacies. Whilst there is always a sadness associated with such gifts, they should also be recognised as a huge tribute to the hospital and speak volumes about the high regard in which it is held by many.

4. BOARD OF DIRECTORS

- 4.1 As usual, I would like to highlight some matters raised in discussion by the Board in its meetings since the last public meeting in January.

4.2 2012/13 Financial Position

The Trust has signed its contract for 2012/13 with NHS Barnsley and the associate commissioners (Rotherham, Doncaster, Sheffield, Wakefield and Kirklees). Budgets and efficiency targets have also been agreed so we now have a clear financial plan for the year. The plan agreed by the Board in March, to maintain our financial risk rating (FRR) of 3, is based on the achievement of a minimum 0.5% (£0.8 million) surplus. This requires us to make efficiency savings of £7.2 million in the year ahead but we are aiming to deliver £8 million. Plans are in place to deliver these efficiencies through the eight transformational programmes we have set out in the business plan.

4.3 To underpin this plan the Board has also agreed a significant capital investment programme for 2012/13. This consists of expenditure plans to maintain the ongoing infrastructure of estate, medical and surgical equipment and information management technology, and also the projects which will support the transformation agenda, including the redesign of the emergency department to incorporate an observation ward area.

4.4 More information about the Trust's business plan, the transformational approach required to deliver it and the internal changes we need to be able to do so, will be presented by the Chief Executive under Agenda item 5. Governors are also very welcome to attend the Business Plan launch on 30th April; please contact the Secretary to the Board for more details.

4.5 Patients Stories

The Board continues to hear "Patients' stories" at the beginning of each meeting. These help focus discussions, ensuring that the patient is at the centre of everything we do. In February and March the Chief Nurse took a slightly different approach and rather than presenting an account of one patient's experience, she invited staff along to share reports on some innovative work they were progressing to help patients across two areas: dementia patients and mums- and dads-to-be.

- Dementia care mapping

Vicky Faxon-Wastnage and Karen Sharp, leading nurses in the Trust's work in this field, took the Board through the dementia care mapping work underway at the hospital. They also highlighted the "Butterfly Scheme", a regional initiative developed by a carer of lady with dementia, to help staff to more easily identify and care for patients with dementia. Both workstreams were supported by the Board, who went on to evidence their support by confirming the Trust's commitment to the national Dementia Declaration. This commitment sets out what we intend to do by 2014 in order to deliver a better quality of life for people living with dementia and their carers. More details on this are available on the internet: (http://www.dementiaaction.org.uk/info/3/national_dementia_declaration).

- New education programme for parents-to-be

Public health specialist midwife, Anne Smith, and Head of Midwifery, Sue Gibson, outlined the work carried out on a new approach to parenting education for new mums- and dads-to-be. The service has traditionally been delivered at the hospital but the new approach would be more community-focused, with lots of partners (including health visitors, family support workers and nursery nurses as well as the hospital's teams) supporting the programme and supporting the parents-to-be from a much earlier stage of pregnancy and continuing to give support after the birth too. The first trial, based in Wombwell, had been a great success with increased numbers of normal births and breastfeeding, and two dads giving up smoking as well. Thanks to the very positive feedback from the new mums and dads (and one grandmother) involved, this innovative service is now being rolled out into other areas across the community.

4.6 Monitor compliance

In preparation for its annual reporting and self-certification to Monitor, the Board reviewed its compliance with Monitor's Code of Governance and the Quality Assurance Framework. I am pleased to confirm that no areas of non compliance were identified.

4.7 At the same meeting the Board was able to review and approve submission to the Department of Health of our self-declaration of Level 2 achievement for the Information Governance Toolkit. Whilst there is a lengthy technical explanation of what this means, it gives the Board – and Governors – an assurance that our information systems are robust, are being monitored, meet legal compliants and are effective. That it is not to say they couldn't be better and work to deliver this is always ongoing.

4.8 The Board also gave consideration to Monitor's consultation on the proposed Licencing Framework for Monitor's emerging new role and continued to be kept updated on plans for the Clinical Commissioning Group in Barnsley. Both of these are linked to the changes that will be driven by the Health & Social Care Bill and are expected to be in place in 2013.

4.9 Loggists

From a more internal perspective, the Board was pleased to note the certification of several more loggists – these are staff who have completed BTEC training and would be able to provide essential administrative support in the event of an emergency incident involving the hospital. The Board's congratulations and thanks were shared with these staff when they were presented with their certificates by the Chief Executive and several members of the Non Executive Team in March.

4.10 "Your Values are Our Values"

Several of you have been involved in the development of the Trust's "Values" statement, through the "Your Values are Our Values" programme. I am very pleased to confirm that the proposed statement of values and behaviours was reviewed and fully supported by the Board at its latest meeting. This will be adopted on a Trust-wide basis as part of the Business Plan launch on 30th April.

4.11 BRILLIANT Staff

I know that Governors value our staff just as much as the Board does, and I am pleased to report the BRILLIANT Staff Award winners for February and March:

Individual award winners	Team award winners
Antony Eastwood, Porter	Antenatal Ward and Day Unit
Neil McConville, Supplies Manager	Healthcare Contract Team

Each month several members of the Board and I welcome the opportunity to go along to the winners' area of work unannounced and present them with the Awards.

4.12 Assurance

The Board also received a number of reports from the Clinical Governance, Non Clinical Governance & Risk, Finance and Audit Committees to report assurance of a range of issue encompassed by these Committees.

4.13 Within these assurance reports the Board received and accepted recommendations to approve several new or significantly revised policies:

- Confidentiality Policy (re-write)
- CRB Policy (re-write)
- Supervision of Junior Doctors Policy
- Venous Thrombo-embolism Policy

4.14 The Board also noted the Committees' approval of a number of updated Policies, including:

- Bullying and Harassment Policy
- Contamination Incidents Policy
- Freedom of Information Policy
- Glycopeptide Resistant Enterococcus Policy
- Investigation Analysis and Improvement Policy
- Isolation Policy
- Latex Sensitivity Policy
- Medical Devices Policy
- Medicines Management Policy
- MRSA Screening Policy
- Resuscitation Policy
- Transfer and Discharge of Patients Policy

Further details on any of these policies are available on request.

4.15 Other reports

The Board also received quarterly reports on safeguarding and monthly updates on the Hospital Standardised Mortality Ratios, more on which will be reported at the April public Board meeting.

4.16 The monthly report in integrated performance is provided separately, under agenda item 13. This report is also regularly presented to and reviewed by the Governing Council's Strategy & Performance sub-group.

5. RECOMMENDATION

Governors are asked to:

- i) **receive and note this report and raise any comments or questions**
- ii) **note the requirements under the impending annual reviews and consider any comments or expressions of interest Governors might wish to submit before the next General Meeting.**

Stephen Wragg
CHAIRMAN
April 2012