

Southern Health NHS Foundation Trust
Minutes of the Trust Board Meeting Part 2
Tuesday 27 May 2014
Conference Room, Sterne 7, Tatchbury Mount, Calmore,
Southampton, SO40 2RZ
12:25 – 14:30

Present:

Simon Waugh	Chairman
Malcolm Berryman	Non-Executive Director
Mark Brooks	Chief Finance Officer
Sandra Grant	Director of Workforce, Development & Communications
Sue Harriman	Chief Operating Officer & Deputy Chief Executive Officer
Dr Helen McCormack	Chief Medical Officer
Katrina Percy	Chief Executive Officer
Mike Petter	Non-Executive Director
Peter Rawlinson	Non-Executive Director
Dr Mike Sadler	Non-Executive Director
Trevor Spires	Non-Executive Director
Della Warren	Interim Director of Nursing & AHPs
Tom Wright	Non-Executive Director

In Attendance:

Sue Damarell-Kewell	Associate Director Planning & Performance (<i>Agenda Item 10</i>)
Dr Chris Gordon	Director for Quality, Safety & Quality Governance
Amanda Marshall	Corporate Governance Manager (<i>Agenda Item 8 & 9</i>)
Anna Williams	Company Secretary & Head of Corporate Governance

1. Chair's Welcome and Meeting Protocol

1.1. The Chairman welcomed members to the meeting, which he opened at 12:25.

2. Apologies for Absence

2.1. There were no apologies for absence received.

3. Declarations of Interest

3.1. Sue Harriman, Chief Operating Officer & Deputy Chief Executive Officer, noted that she was Chief Executive Officer designate for Solent NHS Trust; she advised that she would not be in attendance for Item 10, relating to the Trust's strategic plan.

3.2. There were no other declarations of interest relating to items on the agenda or any other matters.

4. Minutes of Last Meeting 29.04.2014

4.1. Simon Waugh noted that there had been a delay in issuing the minutes from the previous meeting; he requested that these be recirculated to members outside of the meeting and any amendments submitted to Anna Williams, Company Secretary and Head of Corporate Governance, prior to sign off of the minutes.

Action: Company Secretary & Head of Corporate Governance to recirculate Board minutes from 29.04.2014 for Board members' comment
Date: 31.05.2014

5. Matters Arising and Action Log

5.1. It was noted that the action log would be deferred to the next meeting.

6. Chief Executive Officer and Directors' Report – In Confidence

6.1. Mike Petter, Non-Executive Director, asked for an update on the meetings that had recently taken place with the commissioners in Oxfordshire. Katrina Percy, Chief Executive Officer, reported that a meeting had taken place with John Jackson and Ian Wilson from Oxford County Council and Oxfordshire Clinical Commissioning Group respectively, who had discussed future commissioning intentions with regards to Learning Disability services within Oxfordshire; it was noted that these discussions appeared to be in conflict with the outcomes from the recent risk summit. Mike Sadler, Non-Executive Director, suggested that this information needed to be fed in to the forthcoming conversations on the Trust's strategic plan.

6.2. Sue Harriman, Chief Operating Officer & Deputy Chief Executive, informed the Board that the police had reopened their investigation into the death of Connor Sparrowhawk. She indicated that this would potentially have an impact on the date of the inquest, as the police investigation would need to be concluded prior to the inquest.

6.3. Simon Waugh requested an update from the Executive team on the Trust's readiness for the CQC inspection in the autumn.

6.4. Dr Chris Gordon, Director of Quality, Safety & Quality Governance, informed the Board that a comprehensive programme management approach was being followed to ensure readiness for the CQC inspection, including oversight of the logistics for the visit. Chris noted that this was being followed as part of a wider Quality Programme. Chris noted that as yet there was no confirmed date for the inspection, but that the Trust would likely be given a couple of months' notice. He confirmed that a CQC Steering Group had been established, reporting via the Quality Improvement & Development Forum, to the Quality & Safety Committee and then to the Trust Board. Chris advised that the Trust had spoken with Solent NHS Trust regarding their experience of a recent inspection, which had been helpful.

6.5. Trevor Spires, Non-Executive Director, requested that the Board be given an early indication of any risk areas.

6.6. Tom Wright, Non-Executive Director, asked for clarity on what the visit would include. Chris Gordon advised that the inspection model was not yet clear, however, it was likely that there would be a tri-partite focus on Mental Health, Community services and social care teams. He advised that the Trust would be inspected against various Key Lines of Enquiry, with every in-patient unit and some community teams being visited. Chris noted that the CQC would likely identify teams to visit on a risk-profile basis, following discussions with focus groups, commissioners and other stakeholders.

6.7. Simon Waugh asked for further information on the inspectorate team; Chris advised that the team would be comprised of a variety of clinical and non-clinical inspectors, including “experts by experience”.

6.8. Simon asked for further information on what the inspectors would be looking for; Chris advised that they would be looking across the domains of safe, effective, caring, well-led and responsive services and in particular, that processes were embedded within the organisation. Simon asked what the outcome would be from the investigation; Chris confirmed that the CQC would provide a scoring (inadequate / requires improvement / good / outstanding) across each of the services, by location and at an aggregated Trust level. He advised that this scoring may be accompanied by improvement or enforcement notices if required.

7. Report on Monitor Enforcement Undertakings

7.1. Katrina Percy, Chief Executive Officer, informed the Board that the approach to reporting to Monitor on progress against the enforcement undertakings would take a three-tiered approach, with a summary letter, flash reports against each of the undertakings, plus detailed plans in relation to the LD turnaround plan and the Board Governance and Quality Governance action plans. She noted that it was intended that each of these elements would be presented to the Trust Board, in order that Board members could scrutinise and challenge these, prior to submission to Monitor.

7.2. Katrina noted that, in addition to the information set out within the enforcement undertakings relating to the CQC warning notices, there was an implicit expectation that the Trust needed to also deliver on the forthcoming CQC comprehensive review.

7.3. The Board considered the draft letter and action plans for submission to Monitor; Peter Rawlinson expressed concern that the Trust was reporting “red” in a number of areas. He urged that appropriate management focus be given to ensuring consistency of delivery and determination to achieve the required outcomes in a timely manner. The Board approved the draft letter and action plans for submission to Monitor.

Amanda Marshall, Corporate Governance Officer, joined the meeting

8. Chair’s Report from the Audit, Assurance & Risk Committee

8.1. Trevor Spires, Non-Executive Director and Chair of the Audit, Assurance & Risk Committee, reported that the Committee was assured that the Annual Report,

including the Annual Governance Statement, met the requirements of the Annual Reporting Manual, that the Quality Report was a good and balanced report, and that the Accounts represented a true and fair view.

8.2. Trevor informed the Board that PricewaterhouseCoopers had qualified their opinion on the Trust's economic, efficient and effective use of resources; he noted that since the Audit, Assurance & Risk Committee meeting the wording of this qualification had been strengthened, however, this did not represent a deterioration in the Trust's position, rather consistency in the wording applied by PricewaterhouseCoopers in relation to their Foundation Trust clients. He noted that the Committee had challenged the application of this qualification, but had accepted that this was as a direct consequence to regulatory concerns arising in the year and enforcement undertakings agreed between the Trust and Monitor in April 2014.

8.3. Trevor highlighted that, in summary, the Audit, Assurance & Risk Committee recommends to the Board the proposed Annual Report & Accounts for Southern Health NHS Foundation Trust.

9. Annual Report & Accounts

9.1. Anna Williams, Company Secretary & Head of Corporate Governance, provided assurance that all comments made by the Audit, Assurance & Risk Committee had been considered and acted upon, and a bridging statement included within the papers to this effect.

9.2. The Board approved the Annual Report & Accounts for Southern Health NHS Foundation Trust for 2013/14, including the Quality Report and Account and the Annual Governance Statement. The Board authorised the Chairman and Chief Executive Officer to sign the relevant statements within the Annual Report & Accounts.

Sue Harriman, Chief Operating Officer & Deputy Chief Executive, left the meeting

Amanda Marshall, Corporate Governance Officer, left the meeting

Sue Damarell-Kewell, Associate Director of Planning & Performance, joined the meeting

10. Strategic Plan

10.1. Mark Brooks reminded Board members that the format of the Strategic Plan submission was mandated by Monitor, and that the Trust was required to submit a five-year plan by the end of June, building on the two-year plan submitted at the beginning of April. Mark highlighted that the plan needed to set out the sustainability of the Trust's service lines and of the organisation overall, as well as ensuring alignment of planning assumptions within the local health economy.

10.2. The Board considered the current position and future strategic options for each of the Trust's service lines and provided feedback on the proposals for each area. It was agreed that this feedback would be incorporated into the development

of the Trust's strategic plan, which would be submitted to the Trust Board in June for approval.

11. Any Other Business

11.1. There was no other business reported.

12. Close

12.1. The Chairman thanked Board members for attending and closed the meeting at 14:30.

Certified as a true record of the meeting

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Chairman – Simon Waugh

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Date