

CITY HOSPITALS SUNDERLAND NHS TRUST

GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Thursday, 29 June 2004 in the City Hospitals Meeting Room, Trust Headquarters.

Present: Mr D P Graham (Chairman) (DPG)
Mr K W Bremner (KWB)
Mrs C S Ringrow (CSR)
Mr D Clifford (DC)
Mr E D Allen (EDA)
Mrs A Martin (AM)

Apologies: Mr B Charlton (BC)
Mr G Morris (GM)

In Attendance: Carol Harries (CH)
Brent Kilmurray (BK)
Jan Armstrong (JA)

04/06/463 The Chairman advised that Non Executive Directors had approved the recommendations of the Remuneration Committee.

04/06/464 Minutes of the General Purposes Committee held on 22 April 2004 were accepted as a correct record.

04/06/465 **Matters Arising**
There were no matters arising.

04/06/466 **Chief Executive's Update**
NHSFT Announcement: Ken advised that the Trust would be informed at 09.00am on 30th June 2004 as to whether it would become an NHS Foundation Trust. The Chairman commented that a tree was to be planted outside the Education Centre with representatives of different staff groups to celebrate the event.

Family Fun Day: Ken informed Directors that the Family Fun Day was to be held on Saturday 10 July 2004 and all staff and their families were welcome to attend.

Queen Mother Award: The Trust was part of the multi-agency group led by Social Services who had been shortlisted for the final of the Queen Mother Award in the forthcoming Health and Social Care Awards. The Queen Mother award was specifically targeted at developments in Intermediate Care. Ailsa Martin stated that this was

very good news and Farnborough Court was an excellent example of collaboration.

Management Changes: Ken advised that David Hambleton would be taking on overall performance issues supported by Peter Sutton following Bill Maher's departure. Brent Kilmurray would be taking on some of the roles and responsibilities of the Director of Strategy and Service Development.

Press Releases:

- Ken advised that Dr Marie Smith had been appointed as the new Director of NHS Intellectual Property.
- A deal had been struck with the private sector to put in place mobile MRI scanners to reduce waiting times up and down the country. Ailsa queried as to who would staff the mobile facilities. David Allen replied that the facility was fully staffed.
- The new NHS Improvement Plan which contained key targets about referrals had recently been launched. It also outlined the creation of 3000 community matrons. Ken advised that a further paper would come back to the Board at a future date.

Appointments: Ken advised of the following appointments:

- Care of the Elderly - Dr Anita Jones
- Radiology - Dr Chlapoutakis
- Histopathology - Dr Tijani who is currently working in Bradford is to join the Trust
- Anaesthetics - Dr Evans
- Principal Lecturer in Nursing Practice - Dr Hilary Lloyd
- 4 Additional Radiographers

Ailsa commented on the quality of people that were now coming forward. Ken stated that a significant amount of work was happening with individuals in advance to try and attract candidates.

04/06/467

Financial Report

Ken Bremner presented the report which showed that the overall financial position was £50k overspent as at the end of May 2004. He advised that the Trust must achieve all its financial targets at the end of June 2004 and it remained important that all expenditure was managed effectively to allow this to happen.

Resolved: To accept the report.

04/06/468

Annual Accounts

Ken Bremner presented the Trust's Annual Accounts for 2003/04 which had already been presented to the Audit Committee. Our external auditors had already indicated that they would be issuing an unqualified opinion for 2003/04.

Resolved: To adopt the accounts for 2003/04.

04/06/469 2003/04 Accounts - Communication to those Charged with Governance

Ken Bremner presented the report which identified no major issues although Directors should note the comment on the future impact of the District Valuer's revaluation of the NHS Estates which is understood to be effective from 2005/06.

Resolved: To note the draft communication documents for 2003/04.

04/06/470 Service Report

Brent Kilmurray presented the report which showed that the Trust was currently performing to plan although there was some underperformance in ophthalmology. He identified that there had been one six-month breach in pain management and the Trust was looking for additional investment from PCT colleagues to address the issue. He also highlighted the increased referral rate in Trauma and Orthopaedics. The Chairman commented that this would potentially be a problem for the TPCT. Ken also advised Directors that Sunderland appeared to be the only Health Economy experiencing the current rate of increase. Ailsa commented that traditionally patients had accepted a high threshold of pain but now GP Practices were referring on patients. Ken stated that the impact of referral was not just being felt by the Trust but also by Social Services who were also experiencing pressures. Ailsa also remarked on the impact of re-admissions, as some patients were reluctant to speak honestly in hospital about their ability and support to go home which sometimes resulted in readmission. Carol Ringrow commented on the impact of the 24/7 team which would hopefully help some of these issues and safeguard individuals.

Resolved: To accept the report.

04/06/471 Policies and Procedures

Jan Armstrong presented the report which identified those policies and procedures requiring minor amendment to enable the Trust to have in place up-to-date policies as an NHS Foundation Trust.

Resolved: To accept the roll-over of existing policies and procedures to the new Foundation Trust.

04/06/472 Agenda for Change Early Implementer Report

Jan Armstrong presented the report which updated Directors on the progress made to date. She explained that some external assessors had visited the Trust and had confirmed that the process used had been rigorous. She also advised that a team from the Department of Health was also due to visit the Trust later this week to look at information. Jan informed Directors that currently work on the KSF was not progressing as quickly until other issues were resolved. Ken commented that the national roll-out had been put back until December. He also advised that Paul Marks from Unison was coming

to speak to staff and that he had been one of the original staff side signatories for Agenda for Change. Ken advised that he had been asked to do an update at the Chief Executives meeting of the Strategic Health Authority. He also informed Directors that the North East Ambulance Trust was experiencing similar pressures.

Resolved: To accept the report.

04/06/473

Protection Policy

Jan Armstrong presented the report which summarised the principles and protection entitlements of pay and conditions for staff as a result of organisational change. She advised that the changes were to bring the policy in line with other organisations across the region. The Chairman commented that this was a comprehensive policy.

Resolved: To accept the policy.

04/06/474

Workforce Report

Jan Armstrong presented the report which highlighted changes in the workforce during the last quarter and a year end comparison. Jan highlighted that the workforce had expanded by 100.73wte which was mainly attributable to new roles being introduced and the expansion of services. Jan explained that there were still difficult areas for recruitment but that there had been significant success of late in recruiting to various specialties. Jan informed Directors that the sickness rate was 4.4% for the quarter. David Clifford queried as to whether sickness absence could be broken down into short and long term absences. Ken replied that this was currently 2.1% for long term and 2.3% for short-term absences. Ailsa Martin queried the reasons for absence and suggested that evidence would show that not all absences for orthopaedic and stress related issues are necessarily related to work problems. She also felt that some staff would rather go off sick than admit to being stressed because they had caring responsibilities. Carol Ringrow replied that training was beginning to make a real difference in raising awareness. Jan also confirmed that the Employee Assistance programme was also seeing an increase in the numbers of staff accessing the service.

Resolved: To accept the report

DAVID P GRAHAM
Chairman
City Hospitals Sunderland NHS Trust