

ACTION SHEET FROM THE PART 1 MEETING OF THE BOARD OF DIRECTORS HELD ON 24 NOVEMBER 2011

ITEM	ACTION	ACTION BY	STATUS
1. Apologies for Absence	Apologies for absence were received from Dr Chris Burke and Mrs Gillian Easson.	JJP	Recorded.
2. Declaration of Amendments to the Register of Interests	Mr McGuire reported that he had been appointed as a Non Executive Director of the Pension Bank Limited.	JJP	Recorded.
3. Clinician Feedback from Patients	Mr Andrew Sinclair, Consultant Urologist, attended for this item and gave a presentation to the Board of Directors with regard to the work that had been carried out with Picker.	-	
4. Trust Quality Report - November	<p>a) Patient and Family Complaints</p> <p>Consideration was still being given to the best way to present complaints information in a meaningful way to the Board.</p> <p>The first of the new look reports would be presented to the Board of Directors at their meeting on 22 December 2011.</p>	JM	
5. Infection Prevention Annual Report	The Board of Directors received the Infection Prevention Annual Report for 2010/11.	-	
6. Annual Safeguarding Policy	The Board of Directors received the Annual Safeguarding Policy 2010/11 which detailed work undertaken to safeguard both children and adults within Stockport.	-	
7. Minutes of the Previous Meeting	The minutes of the previous meeting of Part 1 of the Board of Directors held on 29 September 2011 were agreed as a correct record subject to one amendment.	JJP	Amendment made.
8. Chairman's Communications	<p>The Chairman reported that she had attended the Health Service Journal Awards in London on 22 November 2011.</p> <p>The Board of Directors congratulated</p>		

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	Tameside and Glossop Community Services upon being a finalist in the Clinical Service Redesign category and a finalist in the Improving Care with Technology category.	-	
9. Report of the Chief Executive	<p>a) Proposed Organisational Form and Constitution of the Future Stockport Clinical Commissioning Group</p> <p>The Trust to respond by the due date of 4 December 2011.</p> <p>b) Notification of Monitor's Compliance Board Committee Determination re Significant Breach</p> <p>Board / management capacity as identified in the matrix attached to Monitor's letter to be considered at the end of January 2012 as part of the quarterly return.</p> <p>c) Care Quality Commission</p> <p>The Care Quality Commission had visited the Trust on 16 November 2011 following up their earlier dignity and nutrition inspection. Their inspectors had visited Wards E1 and E2 and a verbal feedback had indicated full compliance with CQC outcomes 1 and 5. A further report would be made to the Board of Directors once formal notification of the outcome of the visit had been received.</p>	<p>CS / JJP</p> <p>BG</p> <p>JM Dec 2011</p>	<p>Response sent.</p> <p>Q3 declaration on agenda for 26 Jan 12.</p> <p>To Board on 22 Dec 11.</p>
10. Carbon Reduction Commitment	The Board of Directors noted the specific actions required to comply with the Carbon Reduction Commitment, the cost of which would be dealt within the annual budget setting arrangements for setting the energy budget.	CS	
11. Capital Progress Report	<p>The Board of Directors received the paper detailing capital expenditure to 31 October 2011.</p> <p>The Board of Directors expressed their appreciation to all who had been involved in the development of the Paediatric Emergency Department facility which was now open to patients.</p>	CS	

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	<p>making a decision about any further contact required with Monitor.</p> <p>The Director of Operations and Performance agreed to capture her verbal update in a written report for the Board.</p> <p>c) The 62-Day Cancer Performance</p> <p>Monitor had been advised that the performance in Quarter 3 might be below 85% on the 62-day pathway standard as a result of the Manchester Memorandum of Understanding being finalised after the quarter had commenced.</p> <p>Future papers to the Board would provide details of the network position against the standard.</p> <p>d) Human Resources Report</p> <p>The Director of Human Resources updated on attendance, appraisal, diversity and the Trust's shortlisting for the "Working With Young People Award" organised by Stockport Metropolitan Borough Council.</p> <p>A recruitment open day on 21 November 2011 had seen 500 attenders and applications were being processed as quickly as possible.</p>	<p>AB</p> <p>AB</p> <p>NJR</p>	<p>To Board in Dec 2011.</p> <p>Contained in the January report</p> <p>Offers have been made to 33 nurses.</p>
<p>15. Date of Next Meeting</p>	<p>The next Part 1 meeting of the Board of Directors would take place on Thursday 26 January 2012.</p>	<p>-</p>	
<p>16. Resolution</p>	<p><i>To move the resolution that the representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to commercial sensitivity and confidentiality of patients and staff, publicity of which would be premature and / or prejudicial to the public interest.</i></p>		