

WESTERN HEALTH AND SOCIAL CARE TRUST

Minutes of a meeting of the Western Health & Social Care Trust Board held on Thursday, 5 April 2007 at 2.15pm in the Boardroom, Western Health & Social Services Board Headquarters

PRESENT

Mr G Guckian, Chairman
Mrs E Way, Chief Executive

Mr N Birthistle, Non-Executive Director
Mrs S Cummings, Non-Executive Director
Mrs J Doherty, Non-Executive Director
Mr B McCarthy, Non-Executive Director
Mr C Mulgrew, Non-Executive Director
Mrs S O’Kane, Non-Executive Director
Mrs B Stuart, Non-Executive Director

Mr J Doherty, Director of Women & Children’s
Services / Executive Director of Social Work
Mr A Corry Finn, Director of Primary Care & Older
People’s Services / Executive Director of Nursing
Mrs M Kelly, Director of Acute Services
Dr A Kilgallen, Medical Director
Mr J Lusby, Deputy Chief Executive / Director of
Planning & Performance Management
Mr T Millar, Director of Adult Mental Health &
Disability Services
Mrs L Mitchell, Director of Finance
Ms N Sheerin, Director of Human Resources

IN ATTENDANCE:

Dr K Deeny, MLA
Cllr R Hussey
Mrs M Dunne, Communications Manager
Local Media

4/07/1

CHAIRMAN’S BUSINESS

- The Chairman welcomed everyone to the first public Board meeting of the Western Health and Social Care Trust. In particular he welcomed the members of the public from Omagh who were present. He then went on to read his statement (copy attached).

4/07/2

CHIEF EXECUTIVE'S UPDATE

The Chief Executive dealt with four issues:-

- i. Review of Public Administration (RPA):
Mrs Way stressed the commitment to improving services for the population in the area as a result of the organisational boundaries being removed. She also discussed the savings and job reductions required from the RPA.
- ii. Developing Better Services (DBS):
Mrs Way explained the review of services in the Tyrone County Hospital which she had been asked by the Permanent Secretary to lead. She acknowledged the anxiety in the community as a result of the review and emphasised the commitment to providing equal access to high quality services for all the population.
- iii. Finance:
Mrs Way confirmed that the 3 legacy Trusts had identified a total of £12.4m unfunded recurring pressures carried forward into the new Trust. She said that the Director of Finance and she would be working with the Western Health and Social Services Board and the Health and Social Care Authority to develop the financial plan.
- iv. Priorities for Action:
Mrs Way emphasised the importance of this document which sets out the Government's priorities. She said Mr Lusby, later in the meeting, would discuss a Performance Management Framework to be used to inform Board members of progress.

4/07/3

APOLOGIES

No apologies were received.

The Chairman suspended the meeting to facilitate speaking rights. He invited Councillor Hussey to speak first.

Councillor Hussey commenced by stating his concerns for the entire area covered by the Western Trust. He believed that the Department's proposals on handling trauma and the review of pathology services would leave the Trust with major negative equity. He emphasised strongly his commitment to retaining acute services in the Tyrone County Hospital. He expressed his concern about improvements in the County being shelved as stated by Mr Gamble at the last Sperrin Lakeland Trust Board meeting.

He also referred to rumours circulating that one of the Western Trust's first actions was to be to reduce the Urgent Care and Treatment Centre to a Minor Injuries Unit.

He felt the papers relating to the Urgent Care and Treatment Centre should be made public. He referred to a recent Ministerial announcement about the safety and sustainability of services and he questioned why services considered to be unsustainable in Tyrone were sustainable in Fermanagh. He suggested that Enniskillen representatives present should note that the proposed acute hospital would not be a level 3.

He went on to express his concern about the recent appointments to the Local Commissioning Group, as there were 3 GPs from Fermanagh and 1 from the Clogher Valley, so no representation from Omagh.

Finally he emphasised strongly to the Board that the fight would go on.

Responding Mrs Way said that the business case referred to by Councillor Hussey had not been shelved. The Department of Health, Social Services and Public Safety had received the business case and had raised a number of questions with Sperrin Lakeland Trust. She said that she had been requested to deal with this matter as part of her review.

Referring to the Press Release from the Chairman of the Hospital Campaign Group, Mrs Way reiterated the reasons for the review. She said that concerns had been raised by the Sperrin Lakeland Trust during March and she had been asked to provide assurances to the Department. She clarified her accountability to the Permanent Secretary. Finally with regard to the statement in the Press Release about services in the Erne and Altnagelvin, Mrs Way said that the review would take into account the inter-relationship with the Erne and Altnagelvin.

The Chairman then invited Dr Deeny to make his presentation.

Dr Deeny welcomed the new Trust Board and said that he was very critical of Sperrin Lakeland. He said that he liked the Chief Executive's focus on equality and access but said that services had become worse over the past 10 years. He asked Mr McCarthy to represent the interests of the people of Omagh in his role as Non-Executive Director of the Board.

He agreed with Councillor Hussey's comments about the make-up of the Local Commissioning Group. He said there were now 3 GPs to represent 57,000 people and 1 to represent 120,000 people. He added that he had applied for the role but had not been appointed. He said that the Department had a narrow focus and there was clear bias favouring Fermanagh.

Referring to his concerns about the Urgent Care and Treatment Centre, Dr Deeny said this was a vital service for GPs, which in his opinion worked extremely well, including the interface with the GP Out of Hours service. He gave some examples of people's lives being saved because it was there and he expressed his concern about the review having to be completed by 30 April, before the new Assembly sits.

He accepted that there were teething problems in the Clinical Decisions Unit but felt that this was understandable. He was of the view that the Downe Hospital could be used as a model for Omagh. He stressed that he did not want Omagh patients being

used to prop up the Enniskillen Hospital and he questioned the proposed investment of £2m for temporary theatres in the Erne.

Finally, Dr Deeny expressed serious concerns about maternity services in Tyrone and described examples of babies being born in unacceptable situations.

Mr Guckian thanked Councillor Hussey and Dr Deeny for their presentations. He asked Mrs Way to make their concerns about the membership of the Local Commissioning Group known to the Department.

4/07/4

MINUTES OF PREVIOUS MEETING

Following consideration the minutes of 30 March 2007 were approved by the Board as a true record.

4/07/5

MATTERS ARISING

There were no matters arising.

4/07/6

AMENDMENT(S) TO STANDING ORDERS

Mr Lusby referred to the Trust's Standing Orders which had been adopted at the meeting of the 30th March 2007. He referred members to paragraph 3.11(i) - "Quorum". It was felt that the quorum as stated was an insufficient number of board members. It was proposed that the Standing Order should be amended to read "No business shall be transacted at a meeting unless at least half of the whole number of the Chairman and members (including at least 2 members who are also Executive members of the Trust and 2 members who are not) is present." This was unanimously endorsed.

4/07/7

DECLARATION AND REGISTER OF INTERESTS

Mr Lusby advised the Board that the Register of members' interests had been completed for both Non-Executive and other Directors and was available in the Office of the Chief Executive for public viewing on request.

4/07/8

TRANSFERRED HR POLICIES

Mrs Sheerin referred to her paper. She explained that prior to 1 April 2007, the 3 Trusts in the Western Area had agreed common policies through a Policy Design Group. She proposed that the detailed policies should be transferred to become the

policies of the Western Health and Social Care Trust. In response to a question from Mr McCarthy in relation to disciplinary procedures, she explained that all policies were in line with current legislation but would be subject to ongoing review. The following policies were adopted by the Board:-

1. Acting Up Policy
2. Appointment Procedure for Consultants
3. Code of Practice on the Employment of People with a Disability
4. Data Protection Act: Leaflets & Guidance for Managers
5. Disciplinary Procedure
6. Equal Opportunities Policy
7. Grievance Procedure
8. Guidelines for the Investigation Process of Harassment at Work
9. Joint Declaration of Protection
10. Maternity, Adoption & Paternity Leave Provisions
11. Policy on Harassment
12. Redeployment & Redundancy Policy
13. Removal & Associated Expenses Provisions
14. Selection & Appointments Policy

4/07/9

DRAFT TERMS OF REFERENCE – COMMITTEES

The Chairman introduced this and referred to need to have agreed terms of reference for the 3 standing Committees of the Board. He invited the respective Directors to speak to each.

Audit Committee

Mrs Mitchell took members through the draft Terms of Reference for the Audit Committee. Following discussion it was agreed that the Chairman of the Committee, Mr Birthistle, would meet with Mrs Mitchell and bring any proposed changes back to a future Board meeting.

Clinical and Social Care Governance

Dr Kilgallen referred members to the draft Terms of Reference and explained that the Terms of Reference would be considered in detail by the Committee at its first meeting. Members sought clarification regarding references to patients and clients as opposed to service users. Following discussion it was agreed to continue with the use of the terminology of patients and clients and in doing so reflect the nature of both hospital and community based services.

Remuneration & Terms of Service Committee

Mrs Sheerin took members through the detail of the proposed Terms of Reference for the Remuneration & Terms of Service Committee. In subsequent discussion the Chairman highlighted the need to revisit the membership of the Committee to bring it into line with the tabled Terms of Reference. It was confirmed that the Committee would be chaired by Mr Guckian and it was agreed that in addition to Mrs Doherty and Mrs Cummings that Mr Birthistle and Mrs O’Kane would also serve as Non Executive Director members.

Discussion concluded with unanimous agreement from members to adopt the tabled Terms of Reference subject to the above outlined agreements.

4/07/10

INTERIM SCHEME OF DELEGATION AND SCHEDULE OF DELEGATED AUTHORITY

Mrs Mitchell spoke to the document which had been issued to members in advance of the meeting. She referred to the various sections and explained that in view of the transition arrangements across the former Trusts, the interim proposals were necessary to take account of the current situation. Mrs Mitchell indicated that the Scheme would be revisited and amended to coincide with the ending of the transitional arrangements later in the year and that a new Scheme would be tabled for Trust Board consideration and approval at a later date.

4/07/11

TRANSITIONAL ARRANGEMENTS – PHASE 1 01/04/07 TO 30/06/07

Mr Lusby took members through the detail of the transitional arrangements which had been issued for information in member’s packs. He explained that there were three key elements to the transitional arrangements these being: -

1. Direct reporting between the newly appointed Directors of the Western Health and Social Care Trust and former staff of the legacy Trusts.
2. The appointment of Interim Directors of Operations to cover the catchment areas of the former Trusts to ensure that all operational and performance issues are progressed in a timely fashion in the transitional period.
3. The development and issue of an Interim Scheme of Delegation and Schedule of Delegated Authority which clearly identifies the levels of authority and responsible officers during the transitional period.

4/07/12

STRUCTURES 3RD TIER POSTS (ASSISTANT DIRECTORS / HEADS OF SERVICE)

Mrs Sheerin briefed members on progress regarding the appointment of Assistant Directors and Heads of Service within each of the new Directorates.

4/07/13

TRUST BOARD BUSINESS SCHEDULE 2007/08

Mr Lusby referred members to the schedule issued prior to the meeting in relation to an annual business programme. He outlined that the schedule was 'work in progress' and would be amended during the course of the year.

4/07/14

DRAFT PERFORMANCE MANAGEMENT FRAMEWORK

Mr Lusby took members through the detail of the draft Performance Management Framework document. Following detailed discussion members indicated their support for the general direction of travel.

4/07/15

CONFIDENTIAL ITEMS

4/07/16

QUESTIONS

There were no questions.

4/07/17

ANY OTHER BUSINESS

There was no other business discussed.

4/07/18

DATE OF NEXT MEETING

The next Board meeting of the Western Health and Social Care Trust will take place on Thursday, 3rd May 2007, at 2.15pm in the Conference Room, Omagh Enterprise Centre, Omagh.

Gerard Guckian
Chairman