



With all of us in mind

## Minutes of Trust Board meeting held on 25 May 2010

<b>Present:</b>	Joyce Catterick	Chair
	Peter Aspinall	Non-Executive Director
	Ian Black	Non-Executive Director
	Bernard Fee	Non-Executive Director
	Anne Gregory	Non-Executive Director
	Helen Wollaston	Non-Executive Director
	Steven Michael	Chief Executive
	Alan Davis	Director of Human Resources and Workforce Development
	Alex Farrell	Deputy Chief Executive/Director of Finance
	Gill Green	Acting Director of Nursing, Compliance and Innovation
<b>In attendance:</b>	Anna Basford	District Director, Calderdale and Kirklees (from 1 July 2010)
	Adrian Berry	Interim Care Group Director (Forensic Services)
	Tim Breedon	Interim District Director
	Terry Dutchburn	Director of Business Development and Planning
	Dawn Stephenson	Director of Corporate Development and Constitutional Affairs
	Ann Utley	Facilitator
	Bernie Cherriman-Sykes	Board Secretary (author)
<b>Apologies:</b>	Jan Wilson	Deputy Chair
	Nisreen Booya	Medical Director
	Noreen Young	Director of Nursing, Compliance and Innovation

### **TB/10/42 Welcome, introduction and apologies (agenda item 1)**

The Chair (JC) welcomed everyone to the meeting. The apologies, as above, were noted.

### **TB/10/43 Declarations of interest (agenda item 2)**

No declarations of interest were made over and above those received by Trust Board in March 2010.

### **TB/10/44 Approval of three-year plan 2010/13 (agenda item 3)**

Steven Michael (SM) reminded Trust Board that the outline plan had been presented to Non-Executive Directors on 18 May 2010. The Trust's approach has also been discussed with the Relationship Manager at Monitor. Alex Farrell (AF) tabled a financial update in response to the comments made at the session on 18 May 2010.

SM thanked everyone who had been involved in production of the plan for the work and effort that had gone into it.

The Chair (JC) raised a number of points.

- She asked whether, given the change of Government, the Trust was relying on three-year contracts with commissioners as mitigating action and suggested that the work the Trust is doing with GPs should also be reflected.
- She asked whether the Trust wanted to draw attention to the prison service tender so early in the document. Terry Dutchburn (TD) responded that, as the outcome is not yet known, it would seem sensible to do so.

- She asked whether the development of district marketing plans could be done any quicker than set out in the plan. It was generally agreed that, given the formal start date for District Directors, December 2010 was a reasonable timescale. Tim Breedon (TB) reminded Trust Board that there are care group marketing plans in place and these can be 're-cut' to reflect district arrangements in advance of the December timescale.

A number of other comments were made.

- The capital plan section has been re-drafted to ensure it is appropriate for the public arena.
- A communications strategy around key messages coming out of the plan will be developed for staff and stakeholders.

**It was RESOLVED to APPROVE the three-year annual plan 2010/13 and its submission to Monitor.**

**TB/10/45 Any other business**

Two other items were raised.

TB/10/45a Quality Accounts 2009/10

Gill Green (GG) reported that the Trust has received confirmation from NHS Calderdale, NHS Kirklees and NHS Wakefield District that the Trust's Quality Accounts for 2009/10 are an accurate reflection for this period and a very positive response has also been received from Kirklees Council Overview and Scrutiny.

TB/10/45b Audit Committee 7 June 2010

Ian Black (IB) reminded Trust Board that all Trust Board members were invited to attend the Audit Committee meeting on 7 June 2010 for consideration and approval of the annual accounts.

**Signed .....** **Date .....**