

**TRUST BOARD**

**Minutes of a meeting held at Devon House, Heartlands Hospital  
at 10.00 a.m. on Wednesday 30 March 2011**

**PRESENT:**

Mr Clive Wilkinson (Chairman)	Lord P Hunt
Dr Aresh Anwar	Dr M Newbold
Mr D Bucknall	Mr R Samuda
Ms M Coalter	Mr A Stokes
Mr R Harris	Ms M Sunderland
Mr P Hensel	

**IN ATTENDANCE:**

- Mr A Laverick
- Ms L Dunn
- Mr S Hackwell
- Mr M Pye
- Mr J Roper, Beachcroft LLP
- Mrs A Hudson (Minutes)

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11.04	<p><b>1. APOLOGIES</b></p> <p>Ms A East, Ms Najma Hafeez, Mr J Sellars, Dr S Woolley</p>	
11.05	<p><b>2. CHAIRMAN'S UPDATE</b></p> <p>As this was the first Board meeting following the appointment of Lord Philip Hunt as Chairman of the Trust, Mr Wilkinson offered his warmest congratulations on behalf of himself and the entire Board.</p> <p>Lord Hunt thanked the Chairman for his kind words and also for the leadership and commitment he had given the Trust during his term as Chairman.</p> <p>The Chairman advised the Board that he had attended the feedback on the patient survey for cancer recently held at the trust. There is much work for the Trust to do and that it may be useful for the Board to have a report brought back to a future meeting on issues to be addressed.</p>	
11.06	<p><b>3. TRANSFER OF SOLIHULL COMMUNITY HEALTH SERVICE AND HOB SEXUAL HEALTH SERVICES</b></p> <p>The meeting noted the reports and associated papers prepared by Mr Hackwell and circulated with the agenda. Mr Hackwell gave a brief overview of the progress to date. The Trust Board is asked to consider and agree two transactions:</p> <ol style="list-style-type: none"> <li>1. The transfer of community services from Solihull PCT</li> <li>2. The transfer of sexual health services from Heart of Birmingham PCT.</li> </ol> <p><b>A. Transfer of Community Services from Solihull</b> The transfer is scheduled to take place on 1<sup>st</sup> April. Agreement has been</p>	

reached on the few outstanding issues.

There are three options available to the Trust Board

1. Agree to proceed.
2. Agree to delay, which may create a better agreement for HEFT
3. Not to proceed.

The Board debated the above three items and agreed that the transfer would offer the Trust the opportunity to improve patient care and handover, reduced Length of Stay and forge closer links with GPs. The Trust has appointed, subject to the decision of the Board to proceed with the transfer, , Claire Molloy who will be the Executive Lead for Solihull. She will have responsibility for management of the integration plans. KPMG and Capsticks have completed Due Diligence reviews of the Community Services and the matters they have raised were addressed in the reports. The Terms of Reference for the Partnership Board have also been established.

The Trust Board discussed the Estates issues. Responsibility for the buildings will remain with Solihull PCT, which is responsible for ensuring the estate is safe and legal from which to run services. The Trust is currently working through the final details of the Memorandum of Occupation. Any assets remain with PCT and the Trust will use premises under licence. Concern around dilapidation of premises was raised and who would have legal responsibility. It was confirmed that this would lie with the PCT.

Mr Stokes gave assurance to the Board on the financial arrangements. The Board will receive monthly reports on community services. The service contracts in place will run for 3 years with 12 months notice to change or cancel contracts needed from either side. The Finance Directors from both the PCT and HEFT have agreed to discuss priorities for future capital spend.

**The Transfer of Community Services from Solihull was agreed and authority delegated to Lord Hunt and Dr Newbold to agree such minor changes and amendments to any of the required documentation as in their judgement is necessary to fully agree the documentation. Dr Newbold was authorised to sign al such documentation on behalf of the Trust.**

#### **B. Transfer of Heart of Birmingham Sexual Health Services**

Lord Hunt declared a conflict of interest and abstained from this section of the discussion.

Mr Hackwell gave a brief overview of the project to date. These services will be operated on a hub and spoke model by HEFT, building on the existing pattern of how the Trust currently runs the service. The services will be fully integrated into HEFT existing clinical and managerial structure presenting the Trust with a number of opportunities to integrate pathways between primary and secondary care and in doing so improving accessibility and choice for patients. Due Diligence has been undertaken by the HEFT Clinical lead for these services and other HEFT staff and no significant issues have been identified in the performance or governance of these services. As the estate will not transfer to the HEFT a memorandum of occupation covers any tenancy related

	<p>arrangement and these will remain with the PCT. The financial risks have been mitigated and are included in the negotiations of the financial envelope. It has been agreed that all staff will be transferred over to HEFT and these will be incorporated within the infectious disease directorate.</p> <p><b>The transfer of Heart of Birmingham Sexual Health Services was agreed and authority delegated to Lord Hunt and Dr Newbold to agree such minor changes and amendments to any of the required documentation as in their judgement is necessary to fully agree the documentation. Dr Newbold was authorised to sign al such documentation on behalf of the Trust.</b></p>	
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Chairman