

THE NEWCASTLE UPON TYNE HOSPITALS NHS FOUNDATION TRUST

COUNCIL OF GOVERNORS

BUSINESS DEVELOPMENT WORKING GROUP REPORT

Activities September/ October 2011

September was a period of holidays for all BDG members.

Thereafter -

- Meeting to receive and review the external auditors' management letter – 27 10 11
- Approval of invitation to tender for the external audit contract- 01 11 11
- Monitoring visit to the Institute of Transplantation - 03 11 11
- Routine meeting with David Allison and Angela Dragone – 17 11 11
- Routine BDG meetings – 28 10 11 and 14 11 11

Additional activities by BDG members:

- DoH/FTGA Governors' Development Workshop - BDG Chair: 29 09 11
- RTPe Development Project – BDG Chair: 25 10 11

1. External Auditors

Presentation of the annual Management Letter 27 10 11

PricewaterhouseCoopers (PwC) presented the annual management letter 2010/2011 to members of the Business Development Working Group and members of the Quality of Patient Experience Working Group for the Quality Account aspect. The primary purpose of this meeting was to learn from the external auditor about any aspects of Trust governance or quality assurance which were of material concern.

Detailed information was given on –

- Final accounts, to include reference to valuation and impairment, Community Services, consolidation and provisions
- The Audit Plan
- Matters for the 2011/2012 financial year
- Quality Accounts

The Governors present felt the findings, as reported, were not of material concern to them and that the external auditor had carried out its task to a high standard. Full notes of this meeting are available.

Approval of invitation to tender for the external audit contract

Three expressions of interest were received, from –

- Deloitte
- KPMG
- PwC

All three have been invited to tender. Presentations will be given in January/February 2012 with a view to appointment in April 2012.

2. Monitoring visit to the Transplant Institute 03 11 11

Nine Governors attended this visit during which the Project Manager – Helen Warlow – gave a most informative presentation on the purpose of the Institute, its reason for coming about, its value to the Trust in terms of national and international recognition, and its consequent objectives, all based on improved outcomes for patients.

A following tour of the facilities showed Governors how the patient care and support areas are all of a very high standard. The full account of the visit is appended with this report.

3. Routine meeting with David Allison and Angela Dragone

This meeting will take place on 17 11 11 and so the discussion and outcome cannot be reported here.

Items for discussion will be –

- Items from CoG agenda/papers of particular note
- The BDG objectives and activities for 2011/2012
- Further areas of Trust priority for monitoring visits during 2011/ 2012
- The present financial position and potential future effects on business/sustainability

Anything material will be reported at the CoG meeting on 17 11 11.

4. Routine BDG meetings 28 10 11 and 14 11 11

Matters discussed were–

Review and confirmation of objectives and actions for 2011/2012

These will be matters, as far as they affect the role of Governors, associated with -

- future business/planning
- reviewing implementation of Board plans
- general governance matters, including potential effects of Government changes
- statutory responsibilities
- ongoing development of effective ways of working

Actions will reflect these objectives and outcomes will be reported to the Council of Governors.

Recruitment to BDG following the decision by two members – Gill Sanders and Fen Arthur - not to stand for re-election as Governors

- We are very pleased to welcome to BDG Paul Taylor, a new Public Governor.

Mary Ann Hargreave
Chair – Governors' Business Development Working Group
8th November 2011

Visit to the Institute of Transplantation (IoT) 3rd November 2011

After an excellent presentation by Mrs Helen Warlow, Project Manager for the IoT, nine Governors took part in a conducted walk-about tour of the facility.

Helen explained in very clear terms the reasons why the IoT came into being. The ever increasing rise in transplant waiting lists and the need to develop shared skills and techniques were important but also, incorporating world class research and training into a single unified unit would, it was felt, improve outcomes for patients, always an important objective for the Trust.

The IoT comprises an Outpatient Department, a Screening and Imaging Department, a 30 bedded level 1 care ward, a 22 bedded level 2 and 3 care ward, 4 Ultra Clean Theatres – with associated facilities for transplant activity, a 4 bedded recovery bay and the aforementioned Research and Development facilities (mainly in the basement area). Administration and support were also adequately accommodated in the bright, modern unit. The excellent logo has been cut into the entrance floor and was the subject of much discussion and approval.

At the time of the visit, the IoT was already open for business with Cardio Tx OPD, Screening Room and Cardio Tx Co-ordinators in place since 31st October.

On 14th November 2011, ICCU & Ward 37 ICCU will go live and on 9th January 2012, Ward 6A, 27A and Liver Tx beds from Ward 12 and Ward 38 will all be in place.

At a later date, the Abdominal Tx Co-ordinators and the Peri-Op Consultants will be housed in the IoT and the Operating Theatres will finally go live.

Everyone was very impressed with the facility, especially so with the large operating theatres and spacious (en-suite) wards.

This report has been shortened for the BDG report but a copy of all the excellent slides presented by Helen Warlow can be had from Mr Bedlington or Mrs Hargreave if required.

Further visits can be arranged on request from interested parties but these must be by prior arrangement with Mrs. Warlow. The facility is undergoing deep cleaning and cannot accept ad hoc visitors at present.