

**CONFIRMED MINUTES OF THE TRUSTEE MEETING
HELD ON THURSDAY 29 MARCH 2018
BOARD ROOM, UNIVERSITY HOSPITAL LLANDOUGH**

Present:

Maria Battle	Chair
Abigail Harris	Director of Planning
Akmal Hanuk	Independent Member – Community
Charles Janczewski	Vice Chair
Eileen Brandreth	Independent Member – ICT
Dr Fiona Jenkins	Director of Therapies and Health Sciences
Fiona Kinghorn	Deputy Director of Public Health
Prof Gary Baxter	Independent Member – Cardiff University
Dr Graham Shortland	Medical Director
John Antoniazzi	Independent Member – Estates
John Union	Independent Member – Finance
Len Richards	Chief Executive
Michael Imperato	Independent Member – Legal
Robert Chadwick	Director of Finance
Ruth Walker	Executive Nurse Director
Sara Moseley	Independent Member – Third Sector
Steve Curry	Chief Operating Officer
Cllr Susan Elsmore	Independent Member – Local Authority

In Attendance:

Rebecca Aylward	Director of Nursing, Medicine CB (designate)
Judyth Jenkins	Head of Nutrition and Dietetics
Peter Welsh	Director of Corporate Governance

Secretariat

Julia Harper

Apologies:

Martin Driscoll	Director of Workforce and OD
Dr Sharon Hopkins	Director of Public Health

UHBT 18/010

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting that had been called to consider a request for funding over and above the delegated limit of the Charitable Funds Committee.

UHBT 18/011

APOLOGIES FOR ABSENCE

Apologies for absence were noted.

UHBT 18/012 DECLARATIONS OF INTEREST

The Chair invited Members to declare any interests in the proceedings on the agenda. None were declared.

UHBT 18/013 MINUTES OF THE MEETING HELD ON 25 JANUARY 2018

The Trustee **RECEIVED** and **APPROVED** the minutes of the meeting held on 25th January 2018.

UHBT 18/014 MATTERS ARISING

UHBT 18/006 - Mr Janczewski confirmed that he had discussed the Reserves Policy and any further consideration would be undertaken at the Charitable Funds Committee.

UHBT 18/015 APPLICATION FOR FUNDING – NUTRITION AND HYDRATION EXTENSION ON MEDICAL WARDS

Rebecca Aylward and Judyth Jenkins explained the proposal to the Trustees that involved scaling up the nutrition and hydration trial on 4 wards in an effort to improve patient flow and aid discharge. Initial findings from the short trial undertaken last year were shared; changes had been tangible and outcomes analysed, especially the reduction in the number of interventions needed by patients.

There had been a reduction in food waste and positive patient experience feedback had been received. The trial had been shortlisted for a Health Services Journal award.

It was therefore anticipated that savings could be achieved from the project but they would need to be proved so that further investment would not be required, rather a change in the way services were delivered.

It was important then that a full evaluation of benefits realisation was undertaken, possibly with the support of Cardiff University. It was suggested that Julia Sanders may be a good person to approach.

ASSURANCE was provided by:

- The project would undertake an NHS Wales “lessons learned” document template.

The total funding required for four wards was £294,188.

Costs of implementation of seven day service for four wards:

- Facilities costs include both staff and non-staff = £196,560 for 12 months. Additional staffing 12 hour shift plus additional food items for menu e.g. milk, snacks and hot breakfast items.
- Dietetic Support worker costs for 12 months = £97,628 for 12 months, 7.5hr shifts to facilitate menu selection, enhanced patient safety through screening and safety briefings, additional high calorie drink and snack

provisions. The wards had been selected to minimise the additional funding required for the dietetic support worker as 2 of the wards already had a smaller existing substantive resource at ward level.

This equated to £5.50 per day per patient to realise the benefits outlined in the application, with the prospect of greater benefits identified through a longer evaluation of the model.

The Trustees:

- **APPROVED** funding the model ward for nutrition and hydration for a 12 month period to fund 4 Medicine wards (2 each at UHW and UHL) to enable the pathfinder project to be further refined and the impact explored. This would enable a more robust evidence based assessment of the patient safety, experience and financial impact; with a focus and expectation that patients would experience a reduced length of stay as a result of enhanced nutrition and hydration care that would enable patients to maximise their functional state and ensure they returned to their place of residence prior to their admission to hospital.
- **AGREED** to receive an evaluation report in a year's time.
Action – Judyth Jenkins and Rebecca Aylward

UHBT 18/016 INTRODUCTION OF CHANGE BANK ACCOUNT

The Chair of the Charitable Funds Committee, Mr Akmal Hanuk explained that the Charitable Funds Committee had looked at what could be done to improve employee wellbeing. This proposal would help staff and their families set up a bank account. For each new account opened, the Charity would receive a donation. The UHB would be the first NHS organisation in Wales to offer this service. It was noted that the Charitable Funds Committee would receive a report on all the checks and balances at the June meeting.

UHBT 18/017 REVIEW OF THE MEETING AND ANY URGENT BUSINESS

There was nothing further to add to the meeting.

UHBT 18/018 DATE OF NEXT MEETING

The next meeting would be held on 27th September 2018.