

Minutes of the Joint Council of Governors and Board of Directors Meeting

Thursday 20th February 2014

Present:	Tim Melville-Ross	Chairman
	Julia Bennett	Public Governor
	John Bootes	Public Governor
	Jude Williams	Public Governor
	Eli Kernkraut	Public Governor
	Stuart Maxwell	Public Governor
	Christopher Sills	Public Governor
	Eric Sorensen	Public Governor
	Suri Freedman	Public Governor
	Talaat Qureshi	Public Governor
	Jess Brand	Public Governor
	Charlotte Adeniregun	Staff Governor
	Marion Rabinowitz	Staff Governor
	Ros Constable	Staff Governor
	Hilda Walsh	Staff Governor
	Prof. Stan Newman	Partner Governor
	Tracey Fletcher	Chief Executive
	Sheila Adam	Chief Nurse & Director of Governance
	Jo Farrar	Director of Finance
	Vanni Treves	Non-Executive Director
	John Gieve	Non-Executive Director

In Attendance:

David Bridger	Head of Governance (minutes)
One member of public	

1. Chairman's welcome

Tim Melville-Ross welcomed the Governors to the meeting.

2. Apologies:

Jo Lobenstein	Public Governor
Dr John Coakley	Medical Director
Dylan Jones	Chief Operating Officer
Wayne Head	Public Governor
Patricia Bennett	Public Governor
Jonathon McShane	Partner Governor
Imelda Redmond	Non-Executive Director
David Stewart	Non-Executive Director
Paul Ashton	Public Governor
Dr Gary Marlowe	Partner Governor

3. Minutes of the Council of Governors meeting 12th December 2014

The minutes from the previous Council of Governors meeting were agreed.

4. Governor Role

Tim Melville-Ross presented an update paper regarding the Governor role.

The following points were discussed:

Presentations to the Council of Governors – Governors requested, in addition to the topics set out in the paper, a presentation providing an overview of Community Services particularly with a focus on adult community nursing. They also considered that a presentation on hospital discharge and possibly staffing would be beneficial to them.

Non-Executive Director (NED) presentations – It is planned for the NEDs who chair Board subcommittees to present information to the Governors on the role and function of the committees.

Governor representation on committees – Key committees in the revised Trust Committee structure requiring Governor representation are being identified and will be distributed to Governors.

Active visits to parts of the Trust – A formalised visit programme for Governors is still in the process of being developed.

Governor evaluation and skills assessment – the Governor skills assessment is under development and Board and Council of Governor evaluations are planned for the new financial year.

5. Trust Strategy and Values

Trust Fletcher presented to the Trusts new Organisational Strategy and Values. She informed the Governors that two documents have now been published following a process which was initiated in July 2013 and has involved a wide range of staff. *Achieving Together* describes the Trust key priorities and outlines the Trust values. *Living our Values* provides further detail on the new organisational values. The documents have been launched at a variety of meetings throughout January and February. She provided an overview of the Trust objectives and organisational values. The key priorities will form the basis of the business plans produced at divisional and service level who have been asked to consider objectives in line with Trust priorities. The values are being set out on posters around the Trust and will be used and embedded through the new staff appraisal process.

The Governors discussed the organisational strategy and values and agreed that this was an excellent and very positive piece of work. A question was raised regarding how the Trust plans to monitor and evaluate the implementation of the strategy and values – it is anticipated that a range of patient experience measures such as the inpatient survey and friends and family test will be used to evaluate the impact.

6. Quality Account 2013/14 Update and Priorities for 2014/15

Sheila Adam presented a paper setting out progress against the 2013/14 Quality Account priorities and the draft priorities for 2014/15. She provided a summary of the Trust position against each of the eight priorities for 2013/14 highlighting those priorities where the Trust is not yet in a position to demonstrate they have been met. These were priority 3 – Implementation of NICE Guidance, priority 6 – improve dementia care, priority 7 – sharing care and treatment information with patients and priority 8, effectiveness of discharge. She went on to outline the actions in place against each priority to support achievement.

The Governors discussed and requested further detail regarding a number of the priorities, reasons for why they may be not met and the actions being taken.

Sheila Adam then presented the proposed quality Account priorities for 2014/15. These had been selected to ensure they were in line with local and national objectives. She provided an overview of the priorities their links to Trust objectives and their rationale for inclusion. The proposed priorities were discussed and a suggestion was raised regarding the inclusion of community focused priorities. It was explained that priorities for community are being identified and will be included.

7. Trust Report

Tracey Fletcher provided a verbal Trust report.

The Trust is still awaiting the final report from the Care Quality Commission (CQC) on the inspection of community health services however no significant concerns had been raised.

With regard to the CQC inspection visit held in the hospital on 5th-7th February, she reported that general informal feedback indicated that 'no significant concerns' had been identified. The visit had been followed up by two additional unannounced visits to maternity and A&E/Acute Care Unit. The CQC had commented that they were impressed by the openness of staff. The Trust is expecting to receive the draft report in early April with final publication anticipated at the end of April which will be followed by a Quality Summit.

Sheila Adam notified the Governors that Healthwatch Hackney had recently published a report about Homerton which had been presented at a listening event attended by herself and Tracey Fletcher. She provided a summary of the report findings which identified similar issues to those identified through the inpatient survey. She explained that the findings from the report will be addressed through an integrated action plan to cover recommendations arising from a number of areas of patient feedback.

8. AOB

Stuart Maxwell asked if the issues regarding the contract with the CCG had been resolved – at present the contract has not been signed however the Trust is working hard to resolve any issues.

He also asked if the Trust had appointed a new Medical Director – the Trust has interviewed some candidates but has not made an appointment. Dr Coakley has agreed to defer his retirement whilst the Trust re-advertises for the post.

Jess Brand commented that she was pleased to see the progress the Trust has made with regard to appraisal rates.

Tim Melville-Ross provided an update regarding the current Non-Executive Director recruitment. The remuneration committee had met to review a good quality long list of applicants and will be shortlisting soon.

As it were her last meeting the Council of Governors and Board thanked Ross Constable for her support and involvement as a Staff Governor.

9. Question from the public

None