

Council of Governors' Meeting

Thursday 15th May 2014

Present:	Tim Melville-Ross	Chairman
	Eric Sorensen	Public Governor
	Christopher Sills	Public Governor
	Stuart Maxwell	Public Governor
	Paul Ashton	Public Governor
	Julia Bennett	Public Governor
	Suri Freedman	Public Governor
	Patricia Bennett	Public Governor
	Eli Kernkraut	Public Governor
	Charlotte Adeniregun	Staff Governor
	Hilda Walsh	Staff Governor
	Marion Rabinowitz	Staff Governor
	Dr Gary Marlowe	Partner Governor

In Attendance:

Tracey Fletcher	Chief Executive
Sheila Adam	Chief Nurse & Director of Governance
Dr John Coakley	Medical Director
Susan Osborne	Non-Executive Director
Jude Williams	Non-Executive Director
John Gieve	Non-Executive Director
David Bridger	Head of Governance (minutes)

1. Chairman's welcome

Tim Melville-Ross welcomed the Governors to the meeting.

2. Apologies:	John Bootes	Public Governor
	Wayne Head	Public Governor
	Talaat Qureshi	Public Governor
	Jonathon McShane	Partner Governor
	Prof Stan Newman	Partner Governor

3. Minutes of the Council of Governors meeting 20 February 2014

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

Christopher Sills reiterated his query, raised at a previous meeting, regarding the Trust engagement with local educational institutions. It was confirmed that the Trust is engaged with a number of local educational institutions.

4. Matters arising

Stuart Maxwell informed the Governors that he has recently been involved in assisting the Trust with member recruitment. A schedule of membership recruitment stands is available and he requested assistance from any Governors who have time to participate.

One query was raised regarding the Trust liquidity position. It was explained that there was an issue in year associated with the Trusts contract position but this was now substantially resolved.

Stuart Maxwell congratulated Tracey Fletcher and all Trust staff on the very good report recently published following the CQC inspection of the hospital, and in particular, the outstanding rating received by the Trust's Accident and Emergency department.

5. Adult community nursing - presentation

The Governors were given a presentation on adult community nursing by Louise Egan, Head of Nursing and Leanne Jenkins, Senior Nurse. They provided an overview of the service provided including how the service is structured, composition of teams, and their roles. They went on to provide national context to the service and proposed future developments.

The Governors thanked them for the presentation and asked a number of questions about the service including:

How were the bases for the teams chosen? Hackney had been divided into four discrete areas with one base identified within each area.

Is there an emergency out of hours service? The service is provided from 8am until 11:30pm. The Trust is working with the CCG to review the potential to provide an emergency service. Current arrangements are provided by GPs.

How are the teams determined? They are determined based upon patient need.

What clinical outcome measures are used? There are a number of metrics currently being reviewed by the service including benchmarking, the use of audit and review of complaints.

Have there been reviews of workforce to plan for the future? These issues are currently being discussed using outcomes as a factor so that teams can adapt to changing clinical need. There is also on-going training within teams and recruitment of nurses direct from university.

How do you ensure the service provided is integrated with hospital services? There is a practical working connection between the community staff and the wards to assist with discharge. The district nurses come into the hospital and discuss the patients for discharge with the ward staff. Patients are also provided with contact details of key staff.

6. Annual Report

David Bridger presented the draft 2013/14 Annual Report. This had been produced in line with relevant guidance issued by Monitor. Governors were requested to forward any drafting points to David Bridger. The Governors discussed the report and suggested the following: inclusion of more positive statements regarding the Trust's CQC inspections, actions taken regarding the management of community buildings and further reference to Trust activity such as diagnostics.

The Governors also discussed the references to the Trust's aspirations of growth and whilst considered valid, it was felt that these will usefully assist the development of the Trust's forward plans being prepared.

7. Quality Account 2013/14

Sheila Adam presented the draft 2013/14 Quality Account. This had been prepared in line with guidance set by the Department of Health and Monitor. She provided a summary of the account and the key priorities for 2014/15 previously presented to Governors in March 2014. The Account had been circulated to Hackney Healthwatch, Overview and Scrutiny for Hackney and the City, and the Trust's commissioners.

The Governors discussed the content of the Quality Account and provided feedback including suggestions to change from star ratings for achievement of Quality Account objectives and discussed the priorities associated with letters to patients and dementia. The Governors thanked Sheila for presenting the Account.

8. Role of Lead Governor

David Bridger presented a paper setting out the role of the Lead Governor and the terms of the appointment. He provided a summary of the proposed process by which a new Lead Governor will be selected. This will be by self-nomination. Governors will be requested to vote at the next Governors' meeting for their preferred Lead. The Governors approved the process outlined in the paper. David Bridger will write to all public Governors asking them to self-nominate if they wished.

9. AOB

Tim Melville-Ross explained that the value of a skills assessment for the Council of Governors had been reviewed and it was considered that given that Governors come from a wide range of backgrounds and the majority are democratically elected, that the skills assessment would not be required. However, there does need to be a focus on Governor training and the Trust would attempt to identify what opportunities are available and circulate a list of suitable training to all Governors.

He also explained that the Governor evaluation form has been distributed to all Governors and he requested that all Governors complete this and return completed forms to him. The results of the evaluation would be presented at the next meeting.

Christopher Sills asked for information regarding the findings of the recent CQC inspections. It was explained that there had been some recommendations arising and that an action plan is being developed to address them. The action plan will be presented to the Board of Directors.

Patricia Bennett explained that she had witnessed a situation where a total of nine visitors had been seen around a bed visiting a patient. It was explained that the Trust policy was for only two visitors at a time however there does need to be some flexibility with this depending upon patient circumstances. It was acknowledged that there can be challenges implementing the policy.

As it was his last meeting, the Governors thanked Medical Director Dr John Coakley for all his work for the Trust and the Council of Governors over the years, and wished him well in his retirement.

10. Question from the public

None