

**Minutes of the Council of Governors Meeting**  
**Thursday 12<sup>th</sup> December 2013**

<b>Present:</b>	Tim Melville-Ross	Chairman
	Patricia Bennett	Public Governor
	Julia Bennett	Public Governor
	John Bootes	Public Governor
	Jude Williams	Public Governor
	Eli Kernkraut	Public Governor
	Stuart Maxwell	Public Governor
	Christopher Sills	Public Governor
	Paul Ashton	Public Governor
	Eric Sorensen	Public Governor
	Suri Freedman	Public Governor
	Talaat Qureshi	Public Governor
	Jess Davis	Public Governor
	Wayne Head	Public Governor
	Charlotte Adeniregun	Staff Governor
	Marion Rabinowitz	Staff Governor
	Ros Constable	Staff Governor
	Hilda Walsh	Staff Governor
	Dr Gary Marlowe	Partner Governor

**In Attendance:**

Tracey Fletcher	Chief Executive
Sheila Adam	Chief Nurse & Director of Governance
Vanni Treves	Non-Executive Director
John Gieve	Non-Executive Director
David Bridger	Head of Governance (minutes)
One member of public	

**1. Chairman's welcome**

Tim Melville-Ross welcomed the Governors to the meeting. He also specifically welcomed the newly appointed partner Governor, Dr Gary Marlowe representing NHS City and Hackney to his first meeting.

**2. Apologies:**

Jo Lobenstein	Public Governor
Dr John Coakley	Medical Director
Prof. Stan Newman	Partner Governor
Jonathon McShane	Partner Governor
Imelda Redmond	Non-Executive Director
David Stewart	Non-Executive Director

**3. Minutes of the Council of Governors meeting 24<sup>th</sup> October 2013**

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

#### **4. Governor Role**

Tim Melville-Ross presented a discussion paper setting out ways in which Governors can be become more actively involved in the affairs of the Trust. He outlined the proposals under the following areas; Council of Governor meetings, Governors and committee membership, Governor involvement in other Homerton activities, Governor activities outside the Trust and Board and Governor evaluation. The Governors welcomed the proposals and discussed the application of the proposals.

The following points were discussed:

Active visits to parts of the Trust – Governors considered that they should be involved in the shaping of the visits and should be required to provide feedback to other Governors at subsequent meetings. Daniel Waldron is currently leading on a review of the programme of service visits.

Governor representation on committees – this will need to be agreed and require a detail of the committees that require Governor representation and should include a requirement for feedback to other Governors at subsequent meetings.

Governor evaluation – this was acknowledged as a requirement for all Governors individually and as a whole.

Governor fact sheet – this will be produced regularly to provide Governors with key data and good news stories about the Trust.

It was agreed that a further paper setting out the application of the key points would be presented to the Governors at their next meeting.

#### **5. Quality Report**

Sheila Adam presented the Trust Quality Report that had recently been presented to the Board of Directors. She set out the context of the report which mirrors the accepted view of quality and covers the key areas of safety, effectiveness and patient experience. She provided the Governors with a summary of the report and provided explanations of the data presented where required.

The Governors discussed the report and raised a number of questions and discussion points including:

Further details were requested regarding complaints themes and the reasons for increases in complaints during October – Complaints can be unpredictable and it can be difficult to ascertain why there have been particular increases, they may be indicators of an issue which can be identified through a review of particular themes. The Trust is continuing to improve the way complaints data is analysed through themes and ensuring lessons are learnt.

Regarding the incident data the Governors requested further detail in respect of the types of incident and the variation between wards – Incidents reported vary between near misses and actual harm. There will be some variation between wards however the Trust overall reports higher numbers of low or no harm incidents which is considered positively. All serious incidents are fully investigation with recommendations identified implemented.

Further information was requested regarding the Friends and Family Test (FFT) data and those areas with consistently low scores. Senior staff in these areas are

being asked to identify actions to address issues raised in the comments. One Governor who had recently been an inpatient explained that it had been difficult for him to get the FFT done.

Governors asked the Chief Nurse what she was most concerned about – there have been concerns regarding the numbers of patients acquiring pressure ulcers however the Trust has developed a comprehensive prevention plan which is being implanted to reduce pressure ulcer occurrence.

It was suggested that a summary sheet setting out key issues and information regarding the type or speciality of the wards listed should be included in the report to aid interpretation. This was noted.

It was also queried what the potential impact would be of the increased population in the Olympic Village (E20) – The Trust has been working with Newham CCG to assess and anticipate the activity increase. Plans are being developed to mitigate the increased demand on services.

## **6. Chief Executive Report**

Tracey Fletcher informed the Governors that the planned CQC inspection will be taking place in early February. She provided the Governors with a presentation on the inspection process and the focus on the five key questions used by the CQC to assess compliance. Ms Fletcher explained that the preparation work is being coordinated by the Trust CQC inspection preparation steering group chaired by the Chief Executive and Executive leads have been identified for all the relevant work streams. There are briefing sessions being planned for staff.

The Governors discussed the letter from the CQC requesting Governor feedback on the Trust. Whilst Stuart Maxwell noted he would prefer a direct response to the letter the majority of Governors agreed that the letter should be acknowledged and set out a request for the Governors to meet directly with the inspection team as a focus group. David Bridger agreed to respond to the CQC with this request on the Governors behalf.

Stuart Maxwell thanked Jude Williams for posing a question to the CQC regarding their Intelligent Monitoring Reports at the recent Foundation Trust Governors Association meeting.

Ms Fletcher also notified the Governors that the Trust had recently received an inspection of community health services by the Care Quality Commission (CQC) in early December. The CQC visited two community sites. The visit had been well received by community staff and verbal feedback provided by the CQC was positive with no issues or concerns highlighted.

## **7. AOB**

Jude Williams indicated that she would be happy to meet informally with any Governors who wished to meet at 4:30pm ahead of the next Council of Governors meeting, scheduled for the 20<sup>th</sup> February 2014.

Christopher Sills explained that he was aware of local employers engaging with schools, is the Trust doing similar – The Trust is involved with Hackney Technical College particularly in relation to the courses focusing on health. Additionally the Trust also has an apprentice scheme in place.

Stuart Maxwell expressed his thanks to Vanni Treves and John Gieve for attending the meeting.

## **8. Question from the public**

Andrew Ezsias attending as a public member expressed his gratitude and for the thanks he was given and noted in the minutes of the last Governors meeting. He also noted that at the recent Board of Directors meeting that he attended it was very good to see the level of questioning by the Non-Executive Directors to the Executive team.

He asked about the emails received by the Trust in respect of an on line petition regarding issues within maternity services at Homerton – the online petition, relates to the management of a number of incidents. The concerns have also called for the resignation of a number of senior staff. Internal investigations into the concerns have been carried out and have not identified any significant issues. A review has also been commissioned by the CCG which the Trust is awaiting the outcome. The Trust has attempted to engage with the group and has recently received an acknowledgment for them to meet with the Chairman.