

**Minutes of the Council of Governors Meeting**

**Thursday 24<sup>th</sup> October 2013**

<b>Present:</b>	Tim Melville-Ross	Chairman
	Eli Kernkraut	Public Governor
	Stuart Maxwell	Public Governor
	Jude Williams	Public Governor
	Patricia Bennett	Public Governor
	Suri Freedman	Public Governor
	Talaat Qureshi	Public Governor
	Julia Bennett	Public Governor
	Paul Ashton	Public Governor
	Christopher Sills	Public Governor
	Jess Davis	Public Governor
	Charlotte Adeniregun	Staff Governor
	Ros Constable	Staff Governor
	Hilda Walsh	Staff Governor
	Marion Rabinowitz	Staff Governor
	Prof. Stan Newman	Partner Governor
	Jonathon McShane	Partner Governor

**In Attendance:**

Tracey Fletcher	Chief Executive
Dylan Jones	Chief Operating Officer
Sheila Adam	Chief Nurse & Director of Governance
Vanni Treves	Non-Executive Director
Imelda Redmond	Non-Executive Director
Daniel Waldron	Director of Organisation Transformation
David Bridger	Head of Governance (minutes)

**1. Chairman's welcome**

Tim Melville-Ross welcomed the Governors to the meeting. He also specifically welcomed the newly appointed Governors to their first meeting

**2. Apologies:**

John Bootes	Public Governor
Wayne Head	Public Governor
Jo Lobenstein	Public Governor
Andrew Ezsias	Staff Governor
Dr John Coakley	Medical Director

**3. Minutes of the Council of Governors meeting 18<sup>th</sup> July 2013**

The minutes from the previous Council of Governors meeting were agreed. It was noted that concerns had been raised by Andrew Ezsias regarding the accuracy of the minutes of the minutes of the meeting held in May 2013. It was acknowledged that an alternate wording for the minute of that meeting had been included in the July minutes. Tim Melville-Ross suggested that he would discuss this with Mr Ezsias if necessary.

#### **4. Minutes of the Annual Members meeting 24<sup>th</sup> October 2013**

The minutes of the Annual Members meeting held on 24<sup>th</sup> October were agreed with the following amendments. Stuart Maxwell was present at the meeting which was not noted in the attendance list. Regarding one of the questions related to health promotion it was noted that the response should include the reference to the fact that it is considered that health promotion is better than a cure.

#### **5. Non-Executive Director Appointment Update**

Tim Melville-Ross provided the Governors with an update regarding the appointment of new Non-Executive Directors (NED). The Trust has obtained quotes from three prospective recruitment consultants interested in supporting the Trust with the appointments. These have been reviewed by the Chair and Head of Governance and approval to proceed with the recommended consultancy will be sought from members of the Nomination Committee. The Trust will be seeking to appoint a total of four NEDs over the next year and will be briefing the consultancy firm once appointed with respect the experience and skills required of the new NEDs. It is anticipated that the posts will be advertised in the early New Year.

#### **6. Chief Executive Report**

Tracey Fletcher notified the Governors that Dr John Coakley, Medical Director will be retiring from the Trust on 31<sup>st</sup> March 2014 and Mark Johnson-Wood has resigned from his post as Director of Capital Projects, Estates and Facilities. Recruitment to the Medical Director post will be co-ordinated through the Nomination Committee of the Board and the appointment process for the Director of Capital Projects, Estates and Facilities is underway.

Ms Fletcher went on to inform the Governors that the Board of Directors at their meeting on 25<sup>th</sup> September approved two business cases. The Board approved the business case for the redevelopment of the pathology laboratories. The existing facility is over 20 years old and no longer fit for purpose. The core objective of this development is the delivery of an accredited pathology service to sustain and support growth in the Trust's clinical services and provide a service for GP pathology activity. The Board also approved the development of the 2<sup>nd</sup> floor above the delivery suite. The Homerton's maternity service has expanded significantly over recent years. The service is recognised as one of the Trust's key clinical services with inter-dependencies which also significantly support other elements of service provision, such as neonatology, across the organisation.

The Trust had recently received an unannounced Care Quality Commission (CQC) inspection of Mary Seacole Nursing Home. The Trust is awaiting the final report but initial feedback provided on the day did not highlight any concerns in respect of the five outcomes reviewed.

Ms Fletcher informed the Governors that the CQC had today published their new Intelligent Monitoring Reports for Trusts which assign a risk rating for all Trusts based upon a large number of metrics. She provided a brief overview of the new report, data sources and assessment bands. Homerton had been assigned a rating of one, the highest risk rating. It was explained that the rating was derived from a wide range of indicators and is not used as a judgement of the care provided in the Trust, but to highlight areas of potential risk. She went on to summarise the areas

where the Trust had been designated as an 'elevated risk' (three areas) or as a 'risk' (six areas). The Trust is already aware of the issues highlighted from some of the indicators and has plans in place to reduce or minimise any future risk. The Trust is in the process of reviewing all the elements highlighted in the report and will if necessary raise any queries with the CQC directly.

Based upon the Trust risk rating it has been confirmed that the Trust will be receiving a CQC inspection between January and March 2014. This will be an extended inspection carried out by a large number of CQC inspectors and will result in a rating being applied.

The Governors discussed the findings of report and raised a number of questions.

How does the Trust compare to other organisations – The ratings for all Trusts have been published on the CQC website, comparison to other Trusts is possible but has not yet been done.

Has there been any media interest – there has been some interest from the broadcast media only and the Trust has prepared a press statement which will be shared with the Governors.

Are there any areas of concern in respect of the impending inspection and have the risk been identified internally – The Trust is already aware of some of the issues highlighted by the report some of which relate to the results of the in-patient survey which the Trust has already been working hard to address. The Trust risk register identifies some of the issues and demonstrate that the Trust has action plans in place to mitigate the risks.

Who sets the questions for the in-patient survey – these are set at a national level and the Trust has no control over the content.

Was the Trust aware of the whistle blowing concerns and does the Trust have evidence that staff can raise concerns – The Trust is reviewing the whistle blowing concern identified in the report to establish how and when the concern was raised. The Trust has a Raising Concerns at Work Policy and staff are made aware of the policy and encouraged to raise concerns. There is evidence that staff have raised concerns but the Trust acknowledges that more can be done to raise awareness of this. The Trust has signed up to the Nursing Times 'Speak Out Safely' campaign.

## **7. Homerton Organisational Values and Key Strategic Objectives**

Tracy Fletcher and Daniel Waldron, Director of Organisation Transformation provide the Governors with a presentation on the development of the Trusts strategic plan and organisational values. A group of Trust Senior Leaders had attended an away day in July which aimed to start the process of developing the Trust's long term strategic priorities and launch the project to develop a set of organisational values. This has subsequently been followed up with further sessions with the same staff to further refine the priorities.

The away day supported the development of priorities associated with the three key aims of Quality, Growth and Integration. Governors were provided with an over view of the detailed objectives identified under the three strategic aims.

Governors were also provided with an overview of on-going and planned organisational values work including surveying staff on their views, surveying public and patients and the use of facilitated workshops for staff.

The Governors gave their support to the two programmes and requested involvement in the developmental work. They went on to discuss the detail of the organisational values, how these are determined and the challenges in defining the core values from the broader list. It was requested that they should be invited to one of the values workshops or have a workshop for the Governors as a whole.

#### **8. AOB**

As he was retiring from the Trust thanks were given to Andrew Ezsias for all his support and work for the Trust during term as a staff Governor.

#### **9. Question from the public**

None