

Minutes of the Joint Board of Directors & Council of Governors meeting

Thursday 29th July 2010

Present:

- Michael Cassidy (Chair)
- Nancy Hallett, Chief Executive
- Charlie Sheldon, Chief Nurse & Director of Governance
- Jo Farrar, Director of Finance
- Dr John Coakley, Medical Director
- Eric Sorenson, Non-Executive Director
- Doug Hiza (public governor)
- Florence Osaigbovo (public governor)
- Jaime Bishop (public governor)
- Samantha Fontaine (public governor)
- Eli Kernkraut (public governor)
- Joe Lobenstein (public governor)
- Sue Goodship (public governor)
- Dr Paul Cannon (staff governor)
- Robert Duke (staff governor)
- Dr Helen Cugnoni (staff governor)
- Gareth Moore (partner governor)
- Marion Goodrich (pct governor)
- Deborah James (partner governor)
- David Bridger, Head of Governance (minutes)

1. Chairman's welcome

Michael Cassidy Chair of the Council of Governors and Chairman of the hospital welcomed the Governors to the meeting. He welcomed Deborah James newly appointed Governor for Queen Mary, University of London to her first meeting.

2. Apologies:

- Andrew Panniker, Director of the Environment
- Tracey Fletcher, Interim Chief Operating Officer
- Cheryl Clements, Director of Workforce and Education

David Stewart, Non-Executive Director
Stephen Hay, Non-Executive Director
Chris Griffiths, Non-Executive Director
Geoffrey Rivett (public governor)
John Bootes (public governor)
Suri Friedman (public governor)
Sarah Weiss (public governor)
David Griffith (staff governor)
Dr Swee Fang (staff governor)
Jennifer Edie (partner governor)
Dr Lesley Mountford (partner governor)

3. Minutes of the Council of Governors meeting 13th May 2010

The minutes of the previous meeting were agreed. It was noted that apologies for Marion Goodrich had been received for the previous meeting.

4. Welcome Charlie Sheldon

The Council of Governors welcomed Charlie Sheldon to his first Council meeting. He gave the Governors a summary of his career to date and the key aspects and priorities of his new role.

5. Annual Report and Accounts 2009/10

Jo Farrar, Director of Finance informed the Governors that the Trust had completed the Annual Report and Accounts for 2009/10 and met the publication deadline for submission to Monitor and the Secretary of State. Hard copies of the report are available for Governors and it has been published on the Trust website.

6. Patient Experience Update

Charlie Sheldon presented a paper providing an update on patient experience at Homerton. He provided a summary of the key messages from the national inpatient survey and highlighted three themes identified. These were; that patients are disturbed at night, do not always feel their pain is well controlled and have to wait sometime for medicines before going home.

He also provided information on the following:

- Local patient experience surveys including the patient experience tracker and the discharge lounge survey
- Message to matron launched in May 2010
- The continued work of the Patient Experience Committee

- Developing Clinical Knowledge and Leadership to support and improve patient experience
- The introduction of name badges for clinical staff

A discussion was held regarding the response rates to the inpatient survey and what could be done to improve the rate and the challenges facing the Trust in respect of this.

It was also noted that concerns had been raised regarding the number of visitors on wards and the application of the Trust visitors policy. The Hackney LINK had been asked to assist in the evaluation of the policy.

7. Public & Patient Involvement Feedback

Sarah Weiss was unable to attend to present this paper. The paper was discussed and noted. The report was considered to provide the correct level of detail required.

8. Community Health Services (CHS)

Nancy Hallett, Chief Executive provided a summary of the ongoing work to ensure the safe transfer of community health services to the Homerton. She explained that the Trust is required to carry out a large technically detailed piece work which will need to be approved by NHS London, Monitor and the cooperation panel. She stated that the programme of work has been set out in the Trusts annual plan and is aiming to have carried out most of the necessary preparatory work ready for presentation to the Board of Directors in October.

Marion Goodrich, PCT Governor provided a summary of how the PCT reached its decision to transfer services to Homerton and how it felt that Homerton had proven experience of delivering community services.

It was agreed that Governors need to get a better understanding of the range of services provided by CHS and that further information would be provided at a future Council of Governors meeting.

9. Membership and Election of Governors post CHS Integration

Charlie Sheldon presented a paper describing the implications of the CHS transfer on the Trust membership and Governors. The trust will increase staff numbers by approximately 50% with all staff transferring given the option to opt out of membership of the Trust if they wished. He provided a summary of the current Council of Governor composition and stated that, with regard to public governors, it is not proposed that this composition will change at this time. This was because the geographical area and population served by CHS is aligned to the constituencies of the Trust. He stated that number of staff governors will not need to change as all staff transferring to Homerton will be eligible to stand as a staff governor and this would be actively encouraged as vacancies arise.

These proposals were agreed by joint board of Directors and Council of Governors.

10. Hospital Services Review

Nancy Hallett provided a verbal update with regard to the current discussions to merge Homerton Hospital with Whipps Cross and Newham Hospitals. She stated that whilst these discussions

continue there had been no commitment or definitive decisions made. At this time it is still being established what the full benefits of the merged organisation would be. She also explained that the discussions will need to take into account the change of Government and proposals put forward in the recently published NHS white paper including the changes to the commissioning landscape.

11. Clinical Incidents

Dr John Coakley, Medical Director provided a verbal summary of the case of the death of Baby L which had been subject to media interest following the coroner's inquest. The coroner had returned a verdict of accidental death contributed to by medical neglect. He summarised the coroner's conclusions including the training of doctors to prescribe medications and a review of drug charts to decrease the likelihood of reoccurrence of this type of incident. The coroner had also recommended that the National Patient safety Agency be written to review the clarity of the guidance regarding the prescribing of the particular drug involved. He stated that the coroner had been provided with evidence that the Trust has good systems of control in place. He concluded by stating the Trust reviews all serious incidents and the Board of Directors is provided with a summary of all serious incidents every month.

11. Exercise Milo

Dr John Coakley provided verbal feedback from the recent all agency major incident exercise (Exercise Milo). Homerton enacted its major incident policy and site lockdown procedure. The Trust received a total of 35 "casualties". The PCT was also involved and provided support for hospital working alongside GP's and the local authority. A de-brief amongst staff involved was carried out immediately post the exercise. Analysis of feedback showed that Homerton responded very well and learning points have been identified. A formal report from the Health Protection Agency will follow.

12. Any other business

Nancy Hallett informed the meeting that Councillor Sally Mulready has been appointed the new Speaker of Hackney and her chosen charity for the year will be Homerton Hope.

13. Date and time of next meeting

The next meeting will be a meeting of the Council of Governors on Thursday 21st October 2010.