

Minutes of the Meeting of the York Teaching Hospital NHS Foundation Trust Council of Governors, in public, held on 10th March 2016, Malton Rugby Club, The Gannock, Malton YO17 7EY.

Present at the meeting

Chairman of the meeting:

Ms Sue Symington, Chair

Public Governors:

Mrs Jeanette Anness, Ryedale & East Yorkshire
Mr Paul Baines, City of York
Mrs Ann Bolland, Selby
Mr Andrew Butler, Selby
Mr John Cooke, City of York
Dr Jane Dalton, Hambleton District
Mrs Helen Fields, City of York
Mr Stephen Hinchliffe, Whitby
Mrs Sheila Miller, Ryedale & East Yorkshire
Dr Jenny Moreton, Ryedale and East Yorkshire
Mr Clive Neale, Bridlington
Mrs Diane Rose, Scarborough
Mrs Pat Stovell, Bridlington
Mr David Wheeler, Scarborough
Mrs Penelope Worsley, City of York
Mr Robert Wright, City of York

Appointed Governors:

Mr Michael Beckett, North Yorkshire & York Forum
Prof Rowena Jacobs, University of York

Staff Governors:

Mrs Sharon Hurst, Community
Mr Mick Lee, York
Mrs Helen Noble, Scarborough/Bridlington

Attendance:

Mrs Jennie Adams, Non-executive Director, York Teaching Hospital
Mr Andrew Bertram, Director of Finance
Mrs Lynda Provins, Governor and Membership Manager
Mr Mike Sweet, Non-executive Director, York Teaching Hospital

Cllr C Runciman & Ms Wallis

16/01 Chairman's Introduction and Welcome

Ms Symington welcomed everyone to the meeting.

16/02 Apologies for absence

Apologies were received from the following governors:

Mr Philip Ashton, Non-executive Director
Dr Andrew Bennett, Staff Governor - Scarborough/Bridlington
Mr Patrick Crowley, Chief Executive
Cllr John Galvin, Stakeholder Governor - City of York Council
Mrs Margaret Jackson, Public Governor - City of York
Miss E Jackson, Staff Governor - York
Ms Libby Raper, Non-executive Director
Prof Dianne Willcocks, Non-executive Director

Cllr Steve Lane, Stakeholder Governor - East Riding of Yorkshire Council and
Cllr Chris Pearson, Stakeholder Governor - North Yorkshire County Council did not attend the meeting.

16/03 Declaration of Interests

There were no changes to the declaration of interests noted.

16/04 Minutes of Council of Governors Public Meeting – 9th December 2015

The minutes of the meeting held on the 9th December 2015 were agreed as a correct record subject to the following amendments:

- Prof Diane Rose should read Mrs Diane Rose
- Dr Rowena Jacobs should read Prof Rowena Jacobs
- Stephen Hinchcliffe should read Stephen Hinchliffe

16/05 Matters Arising from the Minutes

Minute No: 15/52 Ms Symington noted that although Patient Safety walk rounds had been discussed at the Board, the subject required further discussion.

Minutes No: 15/45 Mrs Miller noted that the clash of meeting dates was discussed at the recent transport meeting.

16/06 Update from the Private Meeting held earlier

Ms Symington reported that the review of Non-executive directors and the Chair was discussed at the Private meeting together with succession planning. She was also pleased to note that Prof Dianne Willcocks reappointment was approved for a third and final term.

16/07 The role of the Health & Wellbeing Board

Ms Symington welcomed Cllr Runciman & Ms Wallis to the meeting.

Cllr Runciman provided an overview of her background and the role of the City of York Health & Wellbeing Board (H&WB Board). The H&WB Board is a high level strategic group with a mixture of agencies. She noted that in order to provide dedicated time to priorities, meetings are themed. The last meeting, held yesterday was around Mental Health, one of the H&WB Board's priorities. Cllr Runciman also noted the continued engagement with the North Yorkshire and East Riding Health & Wellbeing Boards.

Mr Wright asked about public engagement and Ms Wallis stated that approximately 10 members of the public attended each meeting, but the web cast was usually watched by a further 100. It was noted that engagement with the public very much depended on agenda items.

Cllr Runciman stated that the H&WB Board was a Committee of the Council and performance was measured through key performance indicators. There were also a number of checks and balances in place to evaluate the H&WB Board's effectiveness. An example of pump priming from the Better Care Fund was the additional psychiatric staff placed in the Emergency Department. Cllr Runciman stated that it was about knowing whether the right people were coming in and out of the hospital, however, it was more complicated in relation to Clinical Commissioning Groups and she was not convinced that this area was right. She noted that three GPs sat on the H&WB in East Yorkshire, which provided a good link with the "ground floor", as strategy needed to fit with practice.

Ms Symington stated that the Board to Board in April would look at the Sustainability and Transformation Plan in order to generate more understanding of recent place-based developments in thinking, together with the how the Trust fits in with the bigger picture both locally and regionally. She asked how the H&WB Board would be involved. Cllr Runciman stated that the H&WB Boards for the area would need to come together to look at their own areas, but also the larger footprint.

Mrs Miller asked about super councils and devolution. Cllr Runciman stated that the picture was not clear and this was very much to do with politics. Manchester are obviously trialling this, but it would be a difficult decision to take in such a larger rural area such as this.

Ms Symington thanked Cllr Runciman and Ms Wallis for attending and providing an insight into the work of the H&WB Board.

Cllr Runciman and Ms Wallis left the meeting.

16/08 Governor Reports

Lead Governor's Report – No questions were raised.

Transport Group – Mrs Miller noted that Virgin had stated the intent to run fast trains between Scarborough, York and London.

Fairness Forum – Dr Moreton clarified that the ‘ritual washing capital scheme’ had been about providing Muslims facilities to wash before going to prayer. Mr Butler asked whether the Council of Governors was happy with the interpretation service and the level of exposure it was getting. Dr Moreton stated that the Forum had recognised the service was inadequate and had resulted in the previous provider being asked to resupply the service. Dr Moreton highlighted the planned staff road show. It was agreed that an update should be provided in the next Forum report.

Action: Mrs Bolland to provide an update on interpretation service in the next Forum Report.

Mrs Bolland highlighted the work on equality and diversity being progressed by the group, which was an issue that related to every aspect of the Trust’s work, but was concerned that staff remained unaware of it. Ms Symington asked whether this would be a useful topic for the next meeting and agreed to talk to Mr Golding about it.

Action: Ms Symington to talk to Mr Golding about using Equality and Diversity as an agenda item for the next meeting.

Community Services Group – this was noted as an excellent meeting with a very interesting presentation on community discharge. Mrs Rose endorsed the discharge to assess round table meeting that had taken place, which she felt was a brilliant idea and helped to free up beds.

Mrs Anness wanted to express her thanks to Mrs Pridmore for all the help and support provided to the Council.

Charitable Funds – Mrs Worsley stated the report gave a general overview of the work of the committee. Mr Bertram noted that there were three staff involved in the charitable funds service working flexibly across York and Scarborough.

Dr Dalton and Mr Wright left the meeting.

16/09 Chief Executive’s Report

Mr Bertram asked whether the Council had any questions.

Mr Wheeler asked for further information about the opportunity for improving orthopaedics at Bridlington. Mr Bertram gave an overview of the development of the orthopaedic work at Bridlington including the introduction of a second modular flow theatre and the difference this had made to orthopaedics being able to continue to operate electively during the winter months for the last two years. He noted that a further business case is nearing completion, which looks at further developments including more theatres. Mr Bertram stated that this will require robust discussion at the Board due to the current financial constraints and it may be that further improvements to the service are on an incremental basis.

Prof Jacobs asked for information on the financial impact of the Junior Doctors strike. Mr Bertram provided some unvalidated figures around the number of operations and outpatient attendances that had been cancelled. Mrs Noble

stressed that there were also bed pressures at Scarborough, which had required some operations to be cancelled.

Mr Hinchliffe asked when the Urology build would start at Malton. Mr Bertram noted that building had already started and would be completed in the Autumn. Mr Beckett asked whether there had been any additional funding available due to the strike disruption and Mr Bertram confirmed there had been no extra funding.

Mrs Miller asked about agency fees. Mr Bertram stated that the use of agency fees had increased fairly quickly and the Trust did not have the resources to plan for the level of unprecedented spend. He stressed the number of initiatives on-going across the organisation that had stopped the figure being higher than it is. One of these initiatives had been to grow the number of staff on the bank and this had been done by listening to what staff wanted like weekly pay, which has been put in place. Mr Bertram also noted that agencies were now being pushed to be part of a framework to be an approved supplier. Overseas recruitment was also discussed.

Mr Baines asked about the number of mature nurses leaving the Trust and what was being done to reverse this. Mr Bertram noted that the Corporate Nursing Team is looking at ways to encourage nurses to stay by creating new roles. Mrs Hurst noted that nursing had changed considerably over the years and that a tremendous amount of work was now going into looking at new roles at bands 2, 3 and 4. She noted that revalidation had placed a lot of extra work on nurses, but there was support in place to get them through the process.

Purchase order numbers were discussed as some of the Governors were surprised that these had not always been required. Mr Bertram stated that purchase order numbers were not widely used in the NHS, but this was being tightened up within the Trust and from April no purchase will be made without a PO Number.

16/10 Update on Membership

Mrs Provins gave a short brief on the paper, which asked for approval of a number of documents.

Dr Moreton stated that the 'Meet the Governor' sessions had generated a number of reports. The Ryedale report suggested that sessions for the public on providing care at home would be useful. Mrs Provins noted that in the first instance, a number of sessions had been planned for members on CPR by the Communications Team.

Mr Butler asked about the reference to the position of Chair of the Group in the Terms of Reference. Mrs Provins stated that she had been asked to chair the group to endorse that the Trust were taking responsibility for the recruitment of members. Mrs Provins will add this to the Terms of Reference.

Action: Mrs Provins to amend the Terms of Reference

Prof Jacobs asked for the links with the university to be strengthened especially in relation to using the membership for research. Mrs Provins agreed to link with

her to look at this further.

Action: Mrs Provins to link with Prof Jacobs around membership and research.

Mrs Bolland was concerned about any changes to the membership newsletter. Mrs Provins noted that any changes would be part of the Group's discussions.

Mrs Noble left the meeting.

16/11 Operational Plan and Sustainability & Transformation Plan (STP)

Ms Symington stressed the importance of the STP for the Trust at both a local and regional level.

Mrs Provins noted that consultation had started with Governors on the Operational Plan and the final draft was due to go to the Board for approval on the 30th March. She also noted that the Board to Board on the 7th April would be used to discuss various developments, which would be used to demonstrate the Trust's level of ambition and breadth of work across sites.

Action: Mrs Provins agreed to send the headings of the group discussions out in the Friday communication.

A slide pack was circulated and Mr Bertram provided a brief overview of the 2016/17 Draft Financial Plan, which looked at the following:

- NHS Provider Forecast Outturn 2015/16
- Cash Position
- Headline Financial Settlement 2016/17
- Sustainability Funding
- 2016/17

16/12 Any Other Business

Ms Symington thanked everyone for attending the meeting.

No further business was discussed.

16/13 Time and date of the next meeting

The next meeting will be held on 16th June 2016 at White Cross Court Social Club, White Cross Road, York YO31 8JR