

The next general meeting of the **Trust's Council of Governors** meeting will take place

on: **Wednesday 11th June 2014**

at: **4.00pm – 6.00pm**

in: **Lecture Room, St Catherine's Hospice, Throxenby Lane, Scarborough,
North Yorkshire, YO12 5RE**

Time	Meeting	Attendees
3.15pm – 3.55pm	Private meeting of the Council of Governors	Governors with Trust Chairman
4.00pm – 6.00pm	Council of Governors meeting	Governors, Members and the Public

The core values of the Trust are:

- Improve quality and safety
- Create a culture of continuous improvement
- Develop and enable strong partnerships
- Improve our facilities and protect the environment

These will be reflected during all discussions in the meeting

If you are a Governor, Member of our Trust or member of the public and would like to ask a question, please contact the Foundation Trust Secretary, Anna Pridmore:

Email: anna.pridmore@york.nhs.uk or telephone:
01904 721418

A G E N D A

No'	Item	Lead	Paper	Page
Part one: General 4.00pm – 4.15pm				
1.	<u>Chairman's Introduction</u> The Chairman will introduce the meeting and welcome any Members of the Trust and of the public who are in attendance.	Chairman		
2.	<u>Apologies for absence</u> To receive any apologies for absence.	Chairman		
3.	<u>Declaration of Interests</u> To receive the draft declarations of interests.	Chairman	A	5
4.	<u>Minutes from the meeting held in public on 12th March 2014</u> To approve the minutes of the meeting held on 12 th March 2014.	Chairman	B	11
5.	<u>Matters arising from the minutes</u> To consider any other matters arising from the minutes.	Chairman	Verbal	
6.	<u>Update from the Private Meeting held earlier</u> To receive an update from the Chairman on the topics and decisions of the business discussed in the private meeting held prior to the meeting in public.	Chairman	Verbal	
Part two: Chief Executive Information 4.15pm – 4.50pm				
7.	<u>Chief Executive Report</u> Discussion by the Chief Executive on current matters, including an initial reflection on the "Perfect Week" at Scarborough.	Chief Executive	Verbal	

<i>No'</i>	<i>Item</i>	<i>Lead</i>	<i>Paper</i>	<i>Page</i>
Part three: Governor Information 4.50pm – 5.10pm				
8.	<u>Lead Governor and other Governor Reports</u> To receive a report from the Lead Governor and any other reports from Governors involved in ongoing activities related to the Trust.	Lead Governor and other Governors	C	19
Part four: Presentations 5.10pm – 5.50pm				
9.	<u>Presentation/Update on “Community Hubs”</u>	Deputy Chief Executive	Verbal	
10.	<u>Assurance from and about NEDs – Mike Keaney</u> To receive a reflection of 18 months as a Non-executive Director.	Mike Keaney Non-executive Director	Verbal	
Part five: Information 5.50pm – 6.00pm				
11.	<u>Update on progress towards the elections</u> To be advised of the outline timeline for the forthcoming Governor elections.	Chairman	Verbal	
12.	<u>Any other business</u> To consider any other items of business.			
13.	<u>Time and date of next meeting</u> The next Council of Governors meeting (in public) will be held on 10 th September 2014 at Malton Rugby Club.			

Additional forthcoming Sessions for Governors:

Presentation on Bridlington, given by Gordon Cooney – 7 July 2014

Board-to-Board meeting with the Trust Directors – 30 July (afternoon, York)

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New:

Amendments: Jane Dalton Researcher—Health and Social Care, University of York

Deletions:

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Governor	Relevant and material interests					
	Directorships including non-executive directorships held in private companies or PLCs (with the exception of those of dormant companies).	Ownership part-ownership or directorship of private companies likely or possibly seeking to do business with the NHS.	Majority or controlling share holdings in organisations likely or possibly seeking to do business with the NHS.	A position of authority in a charity or voluntary organisation in the field of health and social care.	Any connection with a voluntary or other organisation contracting for NHS services or commissioning NHS services	Any connection with an organisation, entity or company considering entering into or having entered into a financial arrangement with the NHS foundation trust including but not limited to, lenders or banks
Jeanette Anness <i>(Public: Ryedale and East Yorkshire)</i>	Nil	Nil	Nil	Nil	Member —Derwent Practice Representative Group Member —NY Health watch	Nil
Terry Atherton <i>(Public: Bridlington)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Paul Baines <i>(Public: City of York)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Cllr Michael Beckett <i>(Appointed: North Yorkshire and York Forum)</i>	Caring for Business Ltd Next steps Health Resource Centre North Yorkshire and York Forum	Caring for Business Ltd (50% owner)	Caring for Business Ltd (50% owner)	Chair—Ryedale and District Mencap Specialist Advisor—Magnetic Arts CIC	Non-executive Director—North Yorkshire and York Forum Councillor—Malton Town Council Next Steps Mental Health Resource Centre Ryedale and District Mencap	South Yorkshire Credit Union Yorkshire Building Society Smile Co-Operative Bank
Ann Bolland <i>(Public: Selby)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Andrew Butler <i>(Public: Selby)</i>	Nil	Nil	Nil	Nil	Manager—LRB	Member—Fund Raising Committee York MIND
James Carder <i>(Public: Bridlington)</i>	TBA	TBA	TBA	TBA	TBA	TBA

Governor	Relevant and material interests					
	Directorships including non-executive directorships held in private companies or PLCs (with the exception of those of dormant companies).	Ownership part-ownership or directorship of private companies business or consultancies likely or possibly seeking to do business with the NHS.	Majority or controlling share holdings in organisations likely or possibly seeking to do business with the NHS.	A position of authority in a charity or voluntary organisation in the field of health and social care.	Any connection with a voluntary or other organisation contracting for NHS services or commissioning NHS services	Any connection with an organisation, entity or company considering entering into or having entered into a financial arrangement with the NHS foundation trust including but not limited to, lenders or banks
Dr Jane Dalton <i>(Public: Hambleton District)</i>	Nil	Nil	Nil	Nil	Researcher —Health and Social Care, University of York	Researcher —Health and Social Care, University of York
Stephen Hinchliffe <i>(Public: Whitby)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Margaret Jackson <i>(Public: York)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Rowena Jacobs <i>(Partner: University of York)</i>	Nil	Nil	Nil	Nil	Nil	Nil
Helen Mackman <i>(Public: City of York)</i>	Nil	Nil	Nil	Nil	Member —Vale of York Clinical Commissioning group's Public Engagement Steering Group	Nil
Sheila Miller <i>(Public: Ryedale and East Yorkshire)</i>	Nil	Nil	Nil	Member —Derwent and SRCCG Patients Groups Inspector — CQC at Age Concern	Nil	Nil
Helen Noble <i>(Staff: Scarborough)</i>	Nil	Nil	Nil	Nil	Nil	Nil

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Les North (Staff: Community Staff)	Nil	Nil	Nil	Nil	Nil	Nil
Cllr Caroline Patmore (North Yorkshire County Council)	Nil	Nil	Nil	Nil	Councillor —North Yorkshire County Council District Councillor—Hambleton District Council	Councillor —North Yorkshire County Council
Cllr Joseph Richies (Appointed: City of York Council)	TBA	TBA	TBA	TBA	TBA	TBA
Helen Fields (Public York)	TBA	TBA	TBA	TBA	TBA	TBA
Sue Wellington (Public: Scarborough)	Nil	Nil	Nil	Nil	Nil	Nil
David Wheeler (Public: Scarborough)	Nil	Nil	Nil	Nil	Nil	Nil
Penelope Worsley (Public: York)	Trustee —NGO working overseas	Nil	Nil	Nil	Nil	Nil

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Dee Sharpe (Partner East Riding of Yorkshire Council)	TBA	TBA	TBA	TBA	TBA	TBA
Jenny Moreton (Public: Ryedale and East Yorkshire)	Nil	Nil	Nil	Nil	Member – Patient Forum Ampleforth/ Hovingham Practice; Scarborough Ryedale CCG Patient Group Member — Healthwatch North Yorkshire Member —online consultation group of the CQC.	Nil

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Minutes of the Meeting of the York Teaching Hospital NHS Foundation Trust Council of Governors, held in Public on 12th March 2014 in the Breast Screening Conference Room, The York Hospital.

Present at the meeting

Chairman of the meeting:

Mr Alan Rose, Chairman

Public Governors:

Mr Terry Atherton, Bridlington
Mrs Jeanette Anness, Ryedale & East Yorkshire
Mr Paul Baines, City of York
Mrs Ann Bolland, Selby
Mr Andrew Butler, Selby
Dr Jane Dalton, Hambleton District
Mrs Helen Mackman, City of York
Mrs Helen Fields, City of York
Mr Stephen Hinchliffe, Whitby
Mrs Margaret Jackson, City of York
Mrs Sheila Miller, Ryedale & East Yorkshire
Dr Jenny Moreton, Ryedale and East Yorkshire
Mr David Wheeler, Scarborough
Mrs Sue Wellington, Scarborough

Appointed Governors:

Councillor Michael Beckett, North Yorkshire & York Forum
Dr Rowena Jacobs, University of York
Councillor Caroline Patmore, North Yorkshire County Council
Councillor Joseph Riches, City of York Council

Staff Governors:

No Staff Governors were able to attend

Attendance:

Mrs Kay Gamble, Lead for public engagement
Mrs Anna Pridmore, Foundation Trust Secretary
Mr P Crowley, Chief Executive
Mrs Libby Raper, Non-executive Director
Mr Michael Sweet, Non-executive Director
Professor Dianne Willcocks, Non-executive Director

Apologies for absence:

Apologies were received from the following governors:

Mrs Helen Noble, Scarborough/Bridlington
Ms Dee Sharpe, East Riding of York Council
Mr Les North, Community Staff
Mrs Penelope Worsley, City of York

14/01 Chairman's introduction

The Chairman welcomed members of the public and the Non-executive Directors and staff to the Council of Governors meeting

14/02 Declarations of Interest

There were no amendments to the declarations of interests. The Council of Governors noted the document.

14/03 Minutes of Council of Governors Private Meeting –11 December2013

The minutes were approved as a true record of the meeting.

14/04 Matters Arising from the Minutes

There were no matters arising from the minutes.

14/05 Update from the private meeting

Mr Rose advised that the meeting had discussed the communication with members and a new style membership letter will be published in May. It will be sent to all members by email, be available on the website and available from other organisations.

Mr Rose advised that the meeting had discussed the Chairman's appraisal. Mr Rose confirmed that he had let the meeting for the discussion which was led by Mrs Mackman. Mrs Mackman confirmed that the Council of Governors had approved the appraisal of the Chairman.

Mr Rose advised that the meeting had approved the terms of reference for the Community Services Group.

Finally Mr Rose advised that two governors had left the Council of Governors since the Governors had last met. Mr John Roberts, who was a Staff Governor, had left to take up further education and Mr Jim Carder, who represented Bridlington, had resigned due to ill health. Mr Rose thanked both Governors for their contribution during their time on the Council of Governors.

14/06 Chief Executive Report

Mr Rose asked Mr Crowley to update the Council of Governors on key developments in the organisation that have taken place since the last meeting of **12**

the Council of Governors.

Financial position—At the end of February the Trust was £1.4m in surplus, which was £1m adrift from plan. This is a challenge to ensure we deliver our planned surplus for the end of the year. Governors should take into account that an increasing number of Foundation Trusts are in financial difficulty and so the position is relatively good, but continued pressure on achieving the expectations is required. The Cost Improvement Plan (CIP) for this year is £25m and Mr Crowley was able to report that this target has been achieved, but a significant element of it is non-recurrent. Mr Crowley advised that the CIP could be as large as £30m next year.

Performance – The scorecard is very positive for this month. The Trust has declared to Monitor and commissioners that there will be a planned failure of the 18-weeks target in February and March. This is to address the imbalance between demand and capacity. There is an increasing number of patients that are waiting longer than 32 weeks (“long waiters”); some of this increase is a result of patient choice, that is the Trust has offered an appointment to the patient, but the patient has chosen not to take it; some are patients with very complex cases. The Trust has requested the support of the intensive support team to review the management of 18-weeks and a review is being undertaken to consider to what degree planning matches community planning. Mr Crowley added that the Trust has in place a core patient database (CPD) that supports the planning; the database is a live system, so the Trust can never be in a position where it over reports. Mr Crowley added that there is also a more focused project being planned around capacity and how the Trust reports 18-weeks.

Mr Crowley advised that there were some issues around cancer targets, specifically “breast symptomatic” at Scarborough Hospital. The issue is that the service needs 2 days per week, but at present the staff that are in place can only deliver the service 1 day per week. The patients have been given the option of being treated at York Hospital, but have chosen to wait and be treated in Scarborough Hospital. The Trust is currently in the process of recruiting a further Radiologist to address the shortage in staff.

Mr Crowley advised that he was confident that the Trust would achieve the Emergency Department target this quarter. Performance had improved significantly over the last few months.

Whitby – Mr Crowley advised that notice had been served on the contract, although the contract would run for a further 12 months. It was also possible that the process for completing the tender may take longer than 12 months, so the Trust will work with the CCG to ensure there is continuity of service until the tender process is completed. The Council of Governors discussed the approach and confirmed their support.

Bridlington – Mr Crowley referred to the recent press release and commented that the medium-term plan to have an elective centre at Bridlington had the benefit of reducing the pressure at Scarborough and improves the Trust’s ability to supply elective services. The modular theatre is being brought in in April or May and the first phase of the plan has been well received by both patients and staff.

The Council of Governors asked if there were any issues around the recruitment and retention of staff to Bridlington Hospital, and would existing staff move to work in Bridlington. Mr Crowley confirmed there had been no specific issues.

The Council of Governors were very supportive of the plan and were delighted to see the hospital being so actively used. Mr Crowley added that this shows the commitment the Trust has to the east coast in ensuring that there are appropriate services available for the community. This change increases capacity and access for patients and ensures patients are treated in a timelier manner. Mr Rose added that it also improves the economics and makes the whole system more viable and sustainable.

Mr Crowley added that the Board at the next meeting would be asked to approve the project, along with the project for Maple 2, which provides more capacity on the Scarborough site.

Matron project – Mr Crowley explained that this was a natural consequence of the ‘it’s my ward’ programme; the ward sisters’ role has been redesigned, as has the matrons’ role to ensure they are concentrating on patient experience and environmental standards. The matrons have undergone a process where they been through an assessment centre and there were a small number of matrons that had not been reappointed as a result of the process. Those members of staff are now being deployed into other roles in the Trust. Work is underway to develop the new matron team. Mr Crowley commented that at the process had been challenging for all those involved.

Mr Crowley agreed he would circulate the final list of matrons when it was available to the Council of Governors.

Community Hubs – Mr Crowley described the work that was being planned in the community around the development of “community hubs”. He explained that this would create a different service model and a number of pilots were being developed. The Trust was leading two of the pilots, one in Malton and one in Selby. The Council of Governors discussed the development and asked if the Ambulance Trust would be part of the hub. Mr Crowley advised that all the parties that needed to be involved would be identified and asked to engage in the process.

Director of HR – Mr Crowley confirmed that Ms Hayward, the Director of HR, had resigned and would be taking up a post elsewhere in the NHS. She had been an asset to the Trust for over 10 years and had managed the sickness levels, introduced values-base recruitment and supported the introduction of the values in the Trust. Ms Hayward would be leaving the Trust at the end of March and the Board was now thinking about addressing the short-term so that the systems are not disrupted and the Trust continues to build on her work.

Psychiatric Liaison – Mr Crowley advised that the Trust has been working with the Leeds & York Partnership NHS Foundation Trust to develop a plan for a two-level service, one in the emergency department and one in the main body of the hospital. The Trust and Leeds & York Partnership NHS Foundation Trust have identified the cost and this would be discussed with the CCG in the near future.

14/07 The Council of Governors noted the comments and the assurance given.
Lead Governor and other Governor Reports

Mrs Mackman, as Lead Governor, referred to her report and highlighted the Governor's award at the celebration of achievement event and advised that the award would be to the team or individual within community services who has proactively involved the community in making a difference to patient services.

Mrs Mackman also congratulated Mrs Jackson who had been appointed the new Lead Governor from 1 April 2014. She wished her every success and looked forward to supporting her as a Governor in her role.

The Council of Governors led by Mr Rose as Chairman and Mrs Jackson thanked Mrs Mackman for her time as Lead Governor. Mrs Miller added that she would like to say from a new Governor's perspective the support she gave Governors was excellent.

Mrs Miller referenced the Transport Group. She asked the Governors to let her know if they hear of any incidents of patients not being aware of the concessionary system. She advised that the web page with the information about concessions was being reviewed. She also asked Governors to let her know of any transport issues they may be aware of so that they can take it back to the next meeting.

Mrs Wellington advised that the Snowdrop Ball had raised £8,000 for the Snowdrop Appeal. She thanked everyone for their contribution. Mrs Adams added her congratulations and said that the appeal now had raised £54,500.

Mrs Mackman advised that the next Patient Experience Steering Group was being held on 3rd April, she reminded Governors that they normally have a meeting in advance of the Patient Experience Steering Group to discuss what points should be raised. On this occasion the timing is a little tight, so she suggested that if there was anything Governors would like raised, if they could email her and Mrs Wellington and they would take to points to the meeting.

Mr Atherton reported that the Community Services Group had agreed the patient survey questions to be used at Malton and Selby and had met the locality Managers over the last month. The information being collected by the survey was both quantitative and qualitative and is being used in advance of the Friends and Family test being introduced to the community areas. The survey will start 30 March 2014.

The Council of Governors noted the comments made by fellow Governors. The Council of Governors also noted the reports that had been submitted.

14/08 **Assurance from and about NEDs – Libby Raper**

Ms Raper was welcomed by Mr Rose to the meeting and asked to provide a summary of the Quality and Safety Committee work (LR chairs this Board Committee).

Mrs Raper outlined the structure and purpose of the Quality and Safety Committee. She described the work that was reviewed and highlighted some of **15**

the subject topics.

Ms Raper advised that Committee meets monthly and undertakes 'deep dives' to gain additional assurance, which it passes on to the Board. She added that the triangulation of information from the papers, the discussions and the information from the Finance and Performance Committee ensures there is richness about the assurance that the Board would not otherwise get. The Committee has over the last 12 months been reviewing the presentation of performance information and an information booklet is being developed that will have all the performance data included.

Ms Raper advised that the Quality and Safety Committee also review the Quality Report and are updated on a quarterly basis about progress towards compliance with the report. The Committee has also reviewed key national reports such as Keogh, Francis and Berwick during the year.

The Council of Governors were assured by Ms Raper's presentation and comments. They were pleased to understand the depth of the assurance the Committee seeks in advance of the Board.

The Council of Governors noted that the Trust had recently achieved Clinical Negligence Standards for Trusts (CNST) level 2 in Maternity and they wished to congratulate everyone involved.

14/09 Patient Led Assessment of Care Environment (PLACE) presentation

Mr Rose welcomed Mr Golding to the Council of Governors meeting and asked him to present his presentation.

Mr Golding reminded the Governors that PLACE replaced the Patient Environment Action Team (PEAT) and was an assessment process that required the involvement of Governors and users of our services. Mr Golding reminded the Council of Governors that the process had taken place last year and Governors had been involved. He explained the audits were carried out over a period of 6 weeks and during that time an audit is carried out at each facility.

Last year the Trust performed well, St Monica's had the weakest results, mainly because of the type of building and on the day the audit took place there was some construction work being undertaken. Mr Golding advised that he was not concerned, but he did expect the site to do better this year.

The Council of Governors recognised that this was only one audit of a number that are held in the Trust, including the leadership walkrounds, night visits and the estate walkrounds that happen at least twice a year.

The Council of Governors asked if the audits include outpatients. Mr Golding confirmed that they did.

The Council of Governors were assured by the comments made by Mr Golding and confirmed a number of them were involved in this year's audits.

14/10 Election process for the Council of Governors

Mr Rose asked Mrs Pridmore to present the paper. Mrs Pridmore advised that the paper outlined the programme for the elections that would be held later in the year. She highlighted the seats that would be included in the elections and confirmed the paper was for information.

The Council of Governors noted the report.

14/11 Governor membership of groups

Mr Rose asked Mrs Pridmore to present the paper. Mrs Pridmore explained that there were a number of Trust-led groups that were being formed and were on-going. She highlighted the list and advised that there were a couple of new groups that would be temporary that she would like Governors to put their names forward for.

The Council of Governors noted the paper and the request for volunteers to be part of various groups and confirmed that they would email Mrs Pridmore if they wished to put their names forward.

14/12 Any Other Business

There was no other business

14/13 Time and date of next meeting

The next meeting will be held on 11th June 2014 at the Lecture Theatre St Catherine's Hospice, Scarborough

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Council of Governors – 11 June 2014

Reports from Governors

Action requested/recommendation

To note the reports provided by the Governors.

Summary

The attached report provides information about the activities of the Governors since the last meeting of the Council of Governors.

Strategic Aims

Please cross as appropriate

- | | |
|---|-------------------------------------|
| 1. Improve quality and safety | <input checked="" type="checkbox"/> |
| 2. Create a culture of continuous improvement | <input checked="" type="checkbox"/> |
| 3. Develop and enable strong partnerships | <input checked="" type="checkbox"/> |
| 4. Improve our facilities and protect the environment | <input type="checkbox"/> |

Implications for equality and diversity

The Trust has a duty under the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between people from different groups. In relation to the issues set out in this paper, consideration has been given to the impact that the recommendations might have on these requirements and on the nine protected groups identified by the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, gender and sexual orientation).

There are no implication relating to equality and diversity arising from this report.

Reference to CQC outcomes

There is no reference to CQC.

Progress of report Prepared for the Council of Governors

Risk No risk.

Resource implications	This is an information report and does not identify any resource implications
Owner	Council of Governors
Author	The Governors
Date of paper	June 2014
Version number	Version 1

Council of Governors meeting – 12 March 2014

Reports from Governors on activities and meetings they have attended

Lead Governor Report to Council of Governors

Since taking on the role of lead Governor I seem to have been kept quite busy. Hopefully, once I get into the role, things will settle down and I can plan to be more available to everyone. I am very grateful to you all for your support and forbearance particularly to Helen for her sound advice and listening ear.

Since meeting with Anna and Alan about the role I have been to Harrogate to speak with their lead Governor, visited Bridlington and Scarborough Hospital and attended the public meeting at Bridlington. Thank you to Terry for showing Dee Sharpe, the Governor from East Yorkshire Council and myself around Bridlington Hospital before we joined colleagues at the public meeting. The meeting was chaired by Health Watch and was quite well attended with a number of questions for the panel from the floor. Anna has arranged a briefing session for Governors about the Bridlington developments to be held at Bridlington Hospital on 7th July, 1.30 to 3.30pm. I do have spare copies of the briefing given out at the public meeting if Governors would like these.

Helen and I attended the Board meeting at Scarborough Hospital which included a presentation by Dr Saxby on “End of Life” care. I have copies of this presentation but have asked Dr Saxby if it is possible to have it e-mailed to me so can circulate it to you all.

An informal meeting was arranged so that governors and executives from York, Calderdale & Huddersfield and Leeds & York Mental Health Trusts could get together to discuss their roles, what arrangements were in place in each Trust and share ideas. It was felt to have been a very useful session and further discussion was to be held about any future arrangements. The following points came out of the session:

The Divisional Reference Groups at CHFT

They provide direct access to clinical decision makers. We can ask the real questions. We can ‘drill down’ into specific issues in specific areas such as themes from complaints or pressure ulcers on specific wards

The stakeholder governor from the ‘landlord’ of L&YPFT Trust

Today's opportunity to share ideas with other governors from other FTs – could we share opportunities again? Training?

The increased profile and involvement of the NEDS, e.g. NEDS making a presentation at governors' meetings about how they have challenged the directors and held them to account. At L&YPFT, they are trialling the process of NEDS presenting the finance and performance information to their board of governors

Being involved in the appointment of senior Trust colleagues, e.g. senior nurses, consultants, directors. This brings a different perspective and adds 'the voice of the patient' to the recruitment process.

PALs information cards showing the role of an FT governor - from York FT

Governors have been involved in Patient Surveys working with Kay Gamble and others across the trust. Surveys have taken place in 2 of the Community Hospitals, Selby and Malton and also within the Ophthalmology Clinic. Reports will be developed for each survey to show the outcome of each and highlight any issues that have arisen from these. These will be shared when available. 2

Governors are to get involved again within the ED at York Hospital to support the use of the "Family & Friends" test. To assist with this, discussions have been held with Anna and Lucy Brown about the development of a calendar or something similar that Governors can access remotely to add in their availability. Information added could also include annual leave arrangements so that Governors (and others) are aware of the availability of everyone. Judging has been taking place for the categories ready for the Celebration of Achievement awards. It is very good to see recognition being given by the Trust for all the good work that individuals and teams are undertaking to enhance patient care. As a Governor it has been a very positive and humbling experience to be involved in this process and see and hear of all the opportunities being taken by staff from across all disciplines and within the whole trust to do this.

Thank you to everyone who has been involved in any of the above activities.

Dates for your diary:

Trust Summer Ball – Saturday, 21st June

Celebration of Achievement Award Ceremony – Thursday, 19th July, York Race Course

Margaret Jackson, Lead Governor

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Malton Community Hub workshop

The three Ryedale and East Yorkshire governors were invited to attend the Malton Community Hub Workshop held on Wednesday 2nd April at Derwent Surgery. Attendees included Staff from Health Care Professions and Social Services. The day was facilitated by Gordon Cooney Director of Planning and Performance at YTHFT who started by getting us all to draw a picture of our respective roles and others had to guess what we do. Not easy! Barbara Buckley from the Scarborough Ryedale CCG then gave a presentation on the Strategic Context and Vision. Barbara said

that there is no extra money for the project - there will have to be redistribution of existing monies but they are very supportive of the project. Dr Diggory, head of Practice at Derwent Surgery explained the aims of the project are to reduce unnecessary hospital admissions and reduce attendances at the A & E department by quicker assessment, diagnosis and treatment when patients can be safely maintained in the community.

Wendy Scott gave a presentation on a Draft Service Model – there would be a central hub at the Malton hospital where patients could be seen quickly with a Consultant Geriatrician in attendance two days a week a with GP cover on other days. Neighbourhood Care Team would play a key role in providing support in the community. The aim is to have one Key Worker for a patient to avoid duplication of recording of information and better communication between the patient and the staff at the Hub. Tracy Cartmell, Health Integration Manager from NYCC presented a model of their Integrated Intermediate Care and Reablement Model of care. This model is a development from the START scheme which has been used for some time. It is felt that there were some inconsistencies in START and the new model aims to give the same level of service to all residents wherever they live. The focus will be on supporting people to regain the skills of daily life with the aim of reducing hospital admissions, reduce admissions to Residential Care and to facilitate organised, planned and safe hospital discharge seven days a week. Collaborative working between health and social care is essential for this project to work and the Better Care Fund has been set up to acknowledge that the two main factors facing health and social care are an ageing population and increasing numbers of people with long term conditions.

We then split in to small groups to discuss what this will mean for our service and what will we do next. Although this is strictly operational matters we three felt able to contribute to the discussion. Our thoughts were then fed back to the whole group – concerns were expressed about transport difficulties, would there be enough staff in the community to give adequate care. Compatible IT systems are essential for the efficient working of the project. Patients often feel safer in hospital. Greater use of the voluntary sector was discussed e.g. Ryedale Community Transport.

Gordon then asked us to discuss in groups `What do we keep and what do we lose` in relation to `Sacred Cows` in the NHS. This brought up areas such as charging for some aspects of care, should cosmetic surgery and IVF be available free, personal responsibility for one's own health. Finally the group was asked to consider their plans and next steps without which the project cannot happen. The overall feeling from the day was supportive but it is a big change for staff and service users. This is now an operational matter but we asked if we could be kept informed of progress as we would like to be able to answer queries from the members and public.

Jeanette Anness, Ryedale and East Yorkshire Governor
Sheila Miller, Ryedale and East Yorkshire Governor
Jenny Moreton, Ryedale and East Yorkshire Governor

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Report on the York/Scarborough/Bridlington Travel & Transport Group – 8th May 2014

A very well attended first combine group meeting. A presentation made by Emma from JMP Associates on an event to be held at York Hospital to encourage better use of cycling, car sharing and public transport, which would also help fitness and wellbeing, this aimed at all staff.

A further discussion on the information on the York Hospital web page was held; this is in the process of being updated and a member representing York Council pointed out the improvements made by the Council with more buses, a system whereby a mobile 'phone can be used to access information about timetables, late running busses. The only regret is that no buses come past the Hospital from the Park & ride.

The shuttle bus being used between Scarborough/Bridlington is well used and it is hoped after investigation of the licence for this journey that staff could use this service.

A newly extended covered, secure bicycle park is to be opened don 14th with eventually a total room for 580 bicycles. A suggestion was made that it would be helpful to have showers/changing facilities near these parking places. Research is being carried out about the use and parking of bicycles at Scarborough is being undertaken.

The Charity race planed for 13th July has been cancelled, instead there will be some bicycles in the foyer of the Hospital on the weekend of 30h June for staff to do 15 minute stints and they hope to cover the total mileage of the Tour de France.

The Pool Cars have been ordered and should be on site by the end of May, there will be 10 cars for staff to use between hospital sites – they register and book on line and will be given a card which then opens the door of the car where the keys will be.

Sheila Miller, Ryedale and East Yorkshire Governor

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Eye Department Patient Partnership Group

There is a problem with difficulty of access to the slit lamp for wheelchair patients. Equipment suppliers have been asked to suggest solutions, such as a change of machine mounting.

Patient Information/Patient letters:

It is intended to produce information prescriptions for all conditions, and procedures, to standardise what patients receive and when. This includes appointment letters as well as leaflets.

To date, the cataract pathway is nearly completed with a flow chart for staff to follow. Still need to agree with IT a way of recording what is given and when, using the hospital database system.

It is also intended to have all such patient information available on the Trust website.

Recruitment

A new glaucoma consultant starts in early May, and a vitreoretinal consultant in the summer.

Ophthalmology Patient Experience

In terms of volume of activity, Ophthalmology is the Trust's biggest single service and is under regular review to enhance patient satisfaction. A patient questionnaire has been developed by the Directorate, and governors have assisted in obtaining the views of patients after treatment.

***Paul Baines, York Governor
Trust Governor***

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Ball Committee

Following on from the Snowdrop appeal ball which took place in March I have been asked to join the committee again to help plan the next fundraising ball for 2015. We have the initial meeting today and have begun to look at the various elements that need organising. The biggest challenge at the moment is looking for sponsors to support the event.

I was very privilege to be asked to help facilitate a patient focus group for patients and carers who live with Parkinson's. The session was aimed at gaining feedback on patient's experiences of diagnosis, experiences with consultants, specialist nurses and allied health professionals such as physio, OT and speech therapists. Feedback was also obtained regarding outpatient and inpatient care. As part of the session it was evident there were significant issues relating to patients remaining in employment.

The event was organised and supported by Parkinson's UK and all information obtained has been given to the neurology directorate manager and I am hoping to hear how this event has influenced the patient experience.

It was an honour to be actively involved with patients and their carers and this was a very successful event that could be replicated in other areas.

Sue Wellington, Scarborough Governor

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Arts Strategy Steering Group Meeting

As planned at the previous meeting this meeting was held at Scarborough Hospital to allow Jo Davies [Arts Officer for Hospital Arts for North East Yorkshire] and Dr David Humphries [Consultant Physician] to give us a tour of the wonderful Artwork at Scarborough. In the main entrance there is an artwork of a collection of thumb

prints collected by the artist, Katy Braiber from people entering the doors of the hospital. In the main corridor the work includes a very long installation of 24,000 very small stones arranged in varying patterns which represent the number staff and hospital users in a year. These were collected by the artist Katie Bradley from beaches between Staithes and Flamborough to reference the area of coast covered by Scarborough NHS Trust [before the acquisition by York] We visited the ED department, Out patients and other areas outside the wards. There is a very strong sea theme to much of the art – near Willow ward there are super panels of ceramic fish and other work relating to the local community and natural history of the area. In the West Entrance foyer one wall is painted blue and is covered in white coloured ammonites which is really stunning. Outside the maternity Unit there some prints by Quentin Blake featuring women, babies, parents and fish. The views expressed by Helen and myself on the artwork are our personal ones but please do take a look yourselves when you can. The enthusiasm of the Arts team at Scarborough certainly matches the one in York. Our only reservation was the lack of signage/history relating too much of the displays. However Jo Davies assured us that she is currently looking into obtaining funding for this.

The group then met to discuss the main agenda. It had been asked if the Friends of York hospital Courtyard could be open to enter but this is not appropriate s it backs on to a sensitive area of ward G1 and could cause distress to patients.

Kat Hetherington gave the update on current exhibitions which include one of birds of prey and work by two print makers, Emily Hardy and Kath Brook. A project by the pupils of Barlby Primary School will be displayed outside the Children Wards. The pink flower design used on the coin cascade in the main entrance at York and the windows of the Charity office in the long street have designs relating to fund raising and were designed by a local Girl Guide group, It is hoped to commission a piece of art work to represent the Trust values which could be used in all our sites so the values are more visible to the Public. The arts team wish to extend the Staff memorials for those who have sadly died whilst still working - this would be a wall mounted weeping willow at Selby and trees of Life at Malton and Scarborough. A further supply of ipads for the renal unit and ward 37 is being investigated but there is an IT security issue to be resolved first. The Hospital Choir is thriving but would like more male singers and there is an on-going programme of musical events. This year the Arts team will take on responsibility for organising the Regional Carol Service.

Jeanette Anness, Ryedale and East Yorkshire Governor

Helen Mackman, York Governor

Constitutional Committee.

The constitutional committee last met in January, we are due to meet on the 13th of June and quarterly thereafter. We are currently drafting a guidance document on suggested course of action the Council of Governors should take if it is ever in disagreement with the Trust. I personally hope this document gets put on file and never has to be used, but it is good practice to anticipate bumps in the road.

Annual Plan.

Monitor has split the Annual Plan into two this year. The Trust has submitted an excellent and detailed operational plan outlining how it anticipates meeting the challenges of the next two years. I am pleased to report that Governor's sub group feedback was incorporated into the final text and the the plan seems very robust.

I anticipate a report from the Trust at our Governor's meeting regarding if Monitor has accepted the plan. We will now turn to giving input to part two of the plan which outlines the Trust's strategic five year outlook.

PLACE.

I was immensely pleased with the PLACE inspection of St. Monica's. I shall not try to prejudge the results but I left with the impression that it was a well run and well loved community hospital. The newly refurbished physiotherapy department was a particular highlight.

Selby Hospital and outside bodies.

In 2013/2014 I have attended two of City of York Council's Health and Wellbeing boards and three of CoYC Health scrutiny committees, also, along with Ann and Helen I've attended two NYCC Community Engagement Forums.

These are usually well attended by board members and other staff and that they have provided a useful learning opportunity for me to hear the concerns that are being fed back to Councillors and to better understand the various interconnected organisations linked to our trust.

Ann and I have been working closely with the Friends of Selby War Memorial Hospital this year. I would very much like to put on record huge thanks for their hard work which has led to the donations of specialist dialysis equipment. We will be working with the Friends and our new locality manager Bev Proctor to have some sort of commemorative service at our War Memorial Hospital to remember the outbreak of World War One. I'm sure we will share further details nearer the time.

I, along with many other governors, was invited to be part of the judging panel for one of the Trust's Celebration of Achievement awards. I mention this a few days before there was an upsetting and negative press story about the Trust, I confess I was feeling rather 'doom and gloom', but reading through the nominations for the award was a thorough restorative.

While I'm fully supportive of open and honest reporting of 'the bad' in the media, I wonder if there is more work to be done on sharing the daily good works of the staff at our the Trust and what, if anything, Governors could do to support this.

Finally, as some of you will know, I shall be “running” the Great North Run this September with my friend Thom Wiseman in order to raise a few pennies for the York Teaching Hospital Charity. Unfortunately training has not been going well due to injury, but thanks to the great care of our Physiotherapy department I am on the mend and ready to get back into it. On the off chance anyone would like to support me you can do so via <http://www.justgiving.com/AndrewJButler> and in doing so receive my eternal gratitude.

Andrew Butler, Selby Governor

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(Note from the Chairman: We will take additional verbal emphasis from the author, questions and/or comments on any of the above, at the Council of Governors; We will also be happy to receive any additional reports verbally. We will experiment with this approach, designed to ensure there is a good written record of Governor activity, as appropriate, and to help any person who is unable to attend the meeting to learn of these activities through the papers. Please aim to make your reports less than 250 words and send to Anna at anytime prior to one week before Council of Governor meetings. Thank you.)