

**Minutes of the Meeting of the York Teaching Hospital NHS Foundation Trust Council  
of Governors, in public, held on 10<sup>th</sup> June 2015, in Dining Room, Malton Hospital**

**Present at the meeting**

**Chair 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  
Dr Jane Dalton, Hambleton District  
Mrs Margaret Jackson, City of York  
Ms Helen Fields, City of York  
Mr Clive Neale, Bridlington  
Mrs Sue Wellington, Scarborough  
Mr David Wheeler, Scarborough  
Mrs Penelope Worsley, City of York

**Appointed Governors:**

Mr Michael Beckett, North Yorkshire & York Forum  
Professor Rowena Jacobs, University of York  
Councillor Caroline Patmore, North Yorkshire Council

**Staff Governors:**

Mr Mick Lee, York  
Miss Elizabeth Jackson, York  
Mrs Helen Noble, Scarborough/Bridlington  
Mr Andrew Bennett, Scarborough, Bridlington  
Mr Les North, Community Staff

**Attendance:**

Mr Michael Proctor, Deputy Chief Executive for item  
Mrs Anna Pridmore, Foundation Trust Secretary  
Miss Marie Smith, Chief Executive Office Secretary  
Miss Jennie Adams, Non-Executive Director  
Miss Lydia Larcum, HR Manager for item

Miss Sian Wiseman, Workforce Information Manager for item

**Apologies for absence:**

Apologies were received from the following Governors/others:

Mr Stephen Hinchliffe, Whitby  
Mrs Sheila Miller, Ryedale & East Yorkshire  
Dr Jenny Moreton, Ryedale and East Yorkshire  
Prof Dianne Willcocks, Non-Executive Director  
Ms Libby Raper, Non-Executive Director

**15/15 Declaration of Interests**

The Chairman asked members to ensure that their declarations of interest were up-to-date, as this was an important aspect of governance. The following amendments were received:

Mr Michael Beckett informed that he is no longer a Councillor.

**15/16 Minutes of Council of Governors Public Meeting – 11<sup>th</sup> March 2015**

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

**15/17 Matters Arising from the Minutes**

There were no matters arising from the minutes.

**15/18 Update from the Private Meeting held earlier**

Ms Symington reported the Council of Governors in the private session had approved the recommendation from the Nomination/Remuneration Committee of a 1% increase in remuneration for the Non-Executive Directors. She also noted there would be no increase in remuneration for the Chair.

Ms Symington also informed that the Council of Governors it had been agreed to re-appointment Ms Libby Raper for a 3<sup>rd</sup> term as Non-Executive Director.

**15/19 Chief Executive's Report**

Mr Proctor presented the Chief Executive's Report to the Council of Governors.

Mr Proctor reflected on the challenges ahead for NHS and Social Care Organisations. He outlined the change of approach that is needed to address the challenges and remain a successful organisation

He reported for the last financial year the Trust posted a deficit for the first time. He added the financial plan for the current financial year (2015/16) is for a deficit to be reported at the end of the year. If the Trust does not take some action, by year end 2017/18 the Trust will be declaring a £20m deficit and will become a

failing organisation. Mr Proctor continued to summarise the report and commented on the problems related to performance. He advised that a meeting with senior manager has been held to discuss the actions the Trust would need to take to ensure the Trust remains in control of its own destiny. He explained the changes include having greater discipline and working smarter and faster. Mr Cooney has been asked to manage the project on behalf of Mr Bertram who is the Director lead for the project.

Mrs Worsley asked Mr Proctor to clarify what the Trust is doing to reduce fines. Mr Proctor advised that last year's fines totalled £7m and the Trust recorded a £2m deficit. He explained the work included in the project and the current initiative being undertaken should address the level of fines in the Trust. Ms Symington added the Board is expecting the fines to decrease with improvement of services.

Mr Proctor summarising his current role explaining he is responsible for taking a wider role in Community Services and building relationships with other stakeholder organisations. He explained he had been at a meeting at St Monica's Hospital Easingwold – the World Café event, discussing with the community what was important to their health and wellbeing. He commented that the general public have excellent ideas, but the Trust is constrained by the lack of new money in the system, which means that choices have to be made about what services are provided.

Mr Proctor reported on the development work around an Alliance Board in the community which will include the Trust and other providers of services.

Mrs Bolland asked Mr Proctor how the event at St Monica's will affect the Hospital future plans. Mr Proctor responded by asking the Governors to consider the cost of a single night stay at St Monica's is the same as day care for twenty patients. The Governors understood the financial challenge and the requirement to use the financial resources as efficiently and effectively as possible.

Mr Baines enquired about the success of the Community Hubs in reducing Hospital admissions. Mr Proctor assured the Council of Governors the Hubs are proving effective and are reducing admissions to Hospital and noted an estimated £1m could be saved if they were rolled out to further areas.

Mrs Worsley asked Mr Proctor to clarify the reason for centralisation of stroke and neurology services. Mr Proctor explained the Trust had been unable to recruit to key posts. As a result the Trust is unable to provide outpatient services in these areas at present.

Mrs Worsley expressed an interest in Orthopaedics and about the expansion of the unit. Mr Proctor explained a business case had been presented to Corporate Directors for comment on and he hoped there would be further to report later in the year.

Mr Wheeler brought to Mr Proctor's attention a political leaflet and Mr Butler asked Mr Proctor how it is appropriate to respond when these items arise.

Mr Proctor clarified that in this instance, a response had been issued and highlighted level of public trust regarding Whitby Hospital and constant half-truths. He noted the importance of communication and how in most cases it proves effective to engage with the press and social media, but to make a judgement for each single occurrence.

Ms Symington thanked Mr Proctor for his presentation. Mr Proctor left the meeting

## **15/20 Governor Election Process**

Mrs Pridmore presented the paper on the Governor election process and timescale.

Mr Wheeler asked Mrs Pridmore what would happen with the Whitby seat once the Hospital transferred to NHS PropCo. Mrs Pridmore advised the Trust will still provide some acute services for Whitby and therefore will still require a Governor in that area.

Mrs Worsley asked for confirmation of the date for nominations to be submitted. Mrs Pridmore stated that as in the report all nominations and attached photographs should be submitted by 11 August 2015.

The Governors noted the report.

Ms Symington also noted that Governors should make Head of Communications Mrs Lucy Brown aware of any nominations for Celebration of Achievement Award by 07 August 2015.

## **15/21 Presentation – Staff Survey**

Ms Symington introduced Miss Sian Longhorne and Miss Lydia Larcum as part of the HR team.

Miss Longhorne presented the results of the staff survey highlighting the key findings. She explained that Capita manage data which enables the survey to be anonymous and staff unidentifiable in the final report.

Professor Jacobs asked Miss Longhorne to clarify how the response rate compares with other Trusts. Miss Longhorne advised there had been a reduction in the number of responses this year when compared to last year at 51% (down from 54%) but above the national average of 47%.

Professor Jacobs asked for details of how staff are encouraged to participate and if incentives have been considered. Miss Longhorne specified that incentives had been used previously but had not proved effective overall.

Mrs Noble suggested working with staff Governors to encourage participation could prove an effective method of increasing the response rate.

Miss Larcum discussed the themes of the staff survey and what actions are needed based on the highlighted results. She explained that this year HR had adopted a new strategy to allow a more localised action plan for each directorate. She noted that when all the data was considered there were three key themes to be actioned;

- Relaunch of staff suggestion scheme
- Revised appraisal and manager training programme
- You said/we did scheme

Ms Symington thanked Miss Longhorn and Miss Larcum and extended the invitation for them to return and update the Council of Governors in six months.

She noted the need for management to become better engaged with staff and will endeavour to promote this.

**Action: Miss Longhorn and Miss Larcum to update Council of Governors on progress of action plan in six months.**

#### **15/22 Any Other Business**

Mrs Bolland provided the Council of Governors with feedback from the Patient Protected Mealtimes meeting and asked all to note this will become "Supported Patient Mealtimes".

Mrs Jackson asked all to note the date and time of the Scarborough Hospital stillborn maternity service taking place on 02 July 2015 at 19.30pm at St Luke's Church, Scarborough and invited all those interested to attend.

#### **15/23 Time and date of the next meeting**

The next meeting will be held on 16<sup>th</sup> September 2015 at St Catherine's Hospice, Scarborough.