

GOVERNORS' CONSULTATIVE COUNCIL

**Minutes of the Governors' Consultative Council held at Hyatt Regency
on Monday 18th May 2009, 4.30 p.m.**

PRESENT:	Mr Clive Wilkinson (Chair)	Mr Richard Hughes	Ms Helen Parker
	Ms Arshad Begum	Ms Bethan Ilett	Mr Gerry Robinson
	Ms Famida Begum	Mr John Jebbett	Dr Dev Sarmah
	Ms Kath Bell	Mr Michael Kelly	Mr Roy Shields
	Prof Ian Blair	Dr Sunil Kotecha	Mr John Simms
	Ms Sheila Blomer	Ms Heidi Lane	Ms Bridget Sproston
	Ms Ann Brierley	Councillor Ian Lewin (Item 1 only)	Ms Liz Steventon
	Dr Mike Cooper	Ms Frances Linn	Dr Jagjit Singh Taunque
	Ms Valerie Egan	Mr Shahid Mir	Mr Richard Samuda
	Ms Patricia Hathway	Mr Victor Palmer	Ms Marion Thompson
			Ms Margaret Veitch
			Mr Tom Webster
	IN ATTENDANCE:	Mr Adrian Stokes	Ms Claire Lea
Ms Lisa Dunn (for item 7)			

Minute Taker: Ms Lisa Jennings, Ms Claire Lea

The Chairman opened the meeting and welcomed everyone to the meeting.

**9.22 1. REPORT FROM THE GOVERNORS' REMUNERATION COMMITTEE –
NED PAY AWARD 2009/2010**

All Non-executive directors including the Chairman were absent whilst Professor Blair presented the report. The Committee had met on 2 separate occasions and had initiated a benchmarking exercise by HAY which had also looked at private sector pay.

The first meeting had considered the findings of the HAY report and had concluded that the level of remuneration most of the NEDS received was in line with the healthcare sector. However, there was a significant difference between the Chairman's pay and that of similar size NHS trusts. A second meeting had been called to consider the recommendations made by the Department of Health for Very Senior Managers Pay for non-foundation trusts. The recommendation of the Governor's Remuneration Committee was as follows:

- A pay award of 2.4% for Non Executive Directors which was in line with the award given to all NHS staff and maintained NED pay in line with the sector.

- A pay award of 4.7% for the Chairman to bring his salary more into line with other Chairman's rates.

A discussion took place around the justification for these increases in light of the economic environment. Prof Blair confirmed that the awards were justified in order to retain the respective areas of expertise of the Non Executive Directors, who also shared the liability with the Executive Directors.

Ms Lea confirmed that a Remuneration Committee to consider Executive Director pay had not yet taken place yet; as the Non Executive Directors wanted to take this decision from the Governors into account.

The recommendation was passed by a majority vote.

9.23 2. RECOMMENDATION FROM GOVERNORS APPOINTMENTS COMMITTEE – NED RE-APPOINTMENTS

The Chairman returned to the meeting for this matter and explained that Ms Anna East and Mr Paul Hensel had been interviewed by the Governors' Appointments Committee for consideration of their reappointment for a second term. It was the recommendation of the Appointments Committee and the Chairman that Ms East and Mr Hensel be re appointed for a further term of term.

The recommendation was passed unanimously.

9.24 3. TO RECEIVE APOLOGIES

Apologies had been received from Ms Ann Brierley Mr Aiden Cairns, Mr Aftab Chughtai, Ms Carole Edwards, Mr Neil Harris, Mrs Barbara Hayward, Mr David O'Leary, Mr Lee Smith.

9.25 4. TO APPROVE MINUTES OF THE MEETING HELD ON 16 MARCH 2009

The minutes of the meeting held on 16th March were agreed as a correct record.

9.26 5. Q4 MONITOR RETURN

Mr Stokes presented his previously circulated report and the following questions were raised:

A staff governor raised concerns over the appropriate use of a particular donated fund. Mr Wilkinson emphasized that no expenditure should have been made that was not in line with the donor's wishes and that he would follow the concern up outside of the meeting.

ACTION: CW/IC

Q. What additional sanctions would be imposed on the Trust for missing the A&E target 3 consecutive times?

A. Mr Stokes confirmed that governance rating would turn to amber and a monthly report would be sent to Monitor. If the Trust continued to miss the target more direct intervention from Monitor would occur. In context, however, it was important to note that half of the Trusts in the country had also missed the target.

Q. Discharges on Saturdays and Sundays were lower and yet admissions continue which led to a bottle neck in the system. In the past social workers had been used at weekends

to aid discharge but was there difficulty in setting up care packages at the weekend. The trust needed to be able to offer a 24 hour service.

A. Mr Stokes agreed that radical change was required and that bank holidays and weekend could not continue to be so different from the rest of the week.

9.27 **6. CONSULTATION ON MONITOR ANNUAL PLAN**

The Chairman set out the much tougher economic scenario for this and the following year. A systematic approach would be required to improving the way the Trust operated as well as a need to invest in buildings.

Q. The financial risk rating has been reduced from the expected figure, what would Monitor's reaction be?

A. The rating had not yet been submitted yet but Monitor was already aware of the situation. Although interest rates wouldn't affect all trusts, the tariff changes would and the adverse impact on the Trust was £4m. The Trust could demonstrate a clear action plan and would get back on track.

Q. Could the PCTs help with the A&E target if community services opened longer than 6p.m.?

A. It was clear that the Trust needed to work closely with the PCTs to make major changes and that would include the GPs.

Q. May be the Trust should look at Step Down facility, less resource and less intense.

A. This was a very definite action that could be taken and would be followed through. In Northern Ireland they can get a patient out of hospital within 48 hours of doctor saying they can, because of step down care and pursuing that. The Chairman concluded by saying that the NHS was becoming more of an integrated team.

9.28 **7. PRESENTATION ON MEMBERSHIP AND GOVERNOR ELECTIONS – LISA DUNN**

Ms Dunn presented her previously circulated presentation.

Q. Were there more female members because there were more female patients?

A. Some of that was a factor but also it demonstrated more engagement with healthcare issues.

Q. I have not received the monthly Governors Newsletter for a few months.

A. Mrs Dunn agreed to follow that up with the Membership Manager

Q. Could the distinctions between the different levels of membership be made more clear?

A. Mrs Dunn agreed to look into it.

Q. When the Trust receives feedback from GPs what is done with that feedback? Is it fed back through the organisation?

A. Yes, it is taken to the department responsible for it to see how improvements can be made and there was also a 24/7 hotline that could be used.

Q. It could be difficult to speak for GPs to speak to Clinician, as the working hours do not always coincide. Can we address this out of hours problem?

Mrs Dunn agreed that the Trust would continue to talk to Primary Care about this but that their working hours were not the same as the Trusts. GP clusters seem to be one way of helping to address this issue.

Q. There has been a suggestion that there is not strong enough communication between the governors and the patients. Could there be a display of all of the governors on the 4

sites so that patients could contact them?

A. Whilst this was a valuable point there was a team in the hospital who would deal with complaints as well as the PALs team. There is a health information centre on all sites, manned by staff or volunteers. It would not be appropriate to make Governors name and addresses public material.

9.29 8. FOUNDATION TRUST GOVERNORS ASSOCIATION REPORT

The Chairman thanked Valerie Egan for a very good report. Ms Egan highlighted the young members and junior members club and the leaflet that had been issued on the day.

9.30 9. ANNUAL COUNCIL BUSINESS PROGRAMME

The Governors were asked to let Ms Lea know of any other business they would like to see on the programme.

9.31 10. DATES OF FUTURE MEETINGS:

14th September 2009 AGM

6th October 2009 – Staff Recognition Awards Ceremony

16th November 2009

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Chairman