MINUTES OF THE COUNCIL OF GOVERNORS MEETING HELD ON WEDNESDAY 14TH SEPTEMBER 2011 IN THE LECTURE THEATRE, ROTHERHAM HOSPITAL

Present: Margaret Oldfield, Chairman
Kerry Rogers, Chief of Corporate and Legal Affairs

Public Governors: Frank Beevers, Public Governor for Wentworth North
Sylvia Bird, Public Governor for Rotherham North
Anna Chester, Public Governor for Rotherham South
Jean Dearden, Public Governor for Wentworth South and Lead Governor
Bridget Dixon, Public Governor for Rother Valley South
Ann Flack, Public Governor for Rotherham South
Jan Frith, Public Governor for Rest of England
Graham Jenkinson, Public Governor for Wentworth Valley
Cherry Kipling, Public Governor for Wentworth South
Val Lindsay, Public Governor for Rotherham North
Susan Lockwood, Public Governor for Wentworth Valley
Cynthia Shaw, Public Governor Wentworth North
Sandra Waterfield, Public Governor for Rother Valley South
Dennis Wray, Public Governor for Rother Valley West

Staff Governors: Firas Al-Modaris, Staff Governor for Medical and Dental
Rose Davis, Staff Governor for Professional Nurses & Midwives

Partner Governors: Jean Flanagan, Partner Governor for Sheffield Hallam University
Carole Haywood, Partner Governor for Rotherham Partnership
Michael Jennings, Partner Governor for Sheffield University
John Wainwright, Partner Governor for Barnsley and Rotherham Chamber of Commerce
Janet Wheatley, Partner Governor for Voluntary Action Rotherham
Ken Wyatt, Partner Governors RMBC

Apologies: Beverly Doane, Staff Governor for Other Staff Class
Shelley Fell-Bowers, Partner Governor for Learning and Skills Council
Neville Hamilton, Partner Governor for South Yorkshire Police
Sarah Lever, Partner Governor NHSR
Ben Roebuck, Staff Governor for Support Staff to Professional Nurses and Other Health Professionals
Jill Ward, Staff Governor for Other Health Professionals
Anthony Wilkinson, Public Governor for Rother Valley West
Taiba Yasseen, Partner Governor for REMA

In attendance: Gabby Atmarow, Non-Executive Director
Tony Hercock, Non-Executive Director
Alison Legg, Non-Executive Director
Peter Lee, Chairman designate
Dawn Stewart, Corporate Governance Manager (minutes)
i. **Governor Development Session**

The Chairman thanked the Governors for their attendance at the development session prior to the meeting and hoped that the session had been informative. Any feedback would be provided through the Chairman’s next Newsletter.

ii. **Partner Governor RMBC**

The Chairman welcomed to his first meeting Cllr Ken Wyatt, the new Partner Governor for RMBC.

iii. **New Chairman**

The Chairman introduced to the Council of Governors Peter Lee, Chairman Designate who would be formally joining the Trust on 1st November 2011.

Mr Lee indicated how pleased he was at being appointed as Chairman and looked forward to working with the Council of Governors in the future.

iv. **Media Coverage**

The Chairman wished to highlight to the Council of Governors a number of media stories relating to:

- A former Consultant of the Trust where a number of complaints and negligence claims had been received, which had led to a high level of media coverage. The Trust was responding to any concerns or complaints in an open manner and within the realm of the complaints and litigation processes.

  The GMC had concluded their review and indicated that they would be taking no further action against the Surgeon. Further advice was being sought from the British Orthopaedic Association.

- Park Rehabilitation Centre – there had been positive meetings with user groups of the Park Rehabilitation Centre and any decision regarding provision of non NHS services at the facility would remain with NHS Rotherham. The RFT Board of Directors would be discussing and making a decision regarding continued provision of NHS services at the facility at its September meeting.

- Recruitment of overseas Clinicians – the Trust had undertaken recruitment in specific specialities, with the review of costs to undertake the process overseas having been deemed cost effective as it would reduce the locum and agency costs to fill the posts in the short term.
v. Bassetlaw Community Services

The Trust has received notification from NHS Bassetlaw that their Board had agreed to transfer Bassetlaw community services to Nottinghamshire Healthcare NHS Trust, subject to contract negotiation, with a firm intention to achieve transfer no later than 1st November 2011.

2011/58 QUORACY CHECK

The meeting was agreed to be quorate.

2011/59 DECLARATION OF INTEREST

There were no declarations of interest in relation to any agenda item.

2011/60 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on Wednesday, 13th July 2011 were agreed as a correct record.

2011/61 MATTERS ARISING

There were no matters arising from the previous meeting.

2011/62 PERFORMANCE DASHBOARD

The Council of Governors RECEIVED the quarterly performance dashboard.

Jan Frith, Public Governor for Rest of England, raised a number of issues which had emanated from the Governors Forum the previous week:

i. MRSA/C Diff and the use of gel stations
ii. A&E and strategies being employed outside the Trust to address the rising attendance levels which were impacting upon waiting times.
iii. Breast feeding and any initiatives in place to ensure the target was being met.
iv. Operation cancellation rates and were there any specific trends
v. Cervical Screening and was non achievement of the target for receipt of results within two weeks as a result of processes at the hospital or the screening centres
vi. Governance and the costs to run the membership and Governance model.

The Chairman indicated that as comprehensive responses to these questions was appropriate further information would be provided in the next edition of the Chairman’s Newsletter.

ACTION - MO
The Council of Governors reconsidered the decision not to renew its subscription with the Foundation Trust Governors Association (FTGA).

Contained within the meeting papers was the outcome of the survey of Governors views on value for money provided by the FTGA in relation to its resources and events.

It was noted that Monitor’s role would not change until 2016, with developmental opportunities being built into the system to enable Governors to understand any changes in Monitor’s role. Other local Trust’s had been contacted regarding the FTGA and it was apparent that a number were reconsidering their membership. The survey also highlighted that only a minority of Governors were utilising the information from the FTGA website and events.

The Chairman recommended to the Council of Governors that the subscription not be renewed. The Council of Governors considered the recommendation and the areas in which further support could be provided to enable the Governors to develop the skills and knowledge required to fulfil their roles both now and in the future and what other external sources such as the regional Governors Development Programme and Foundation Trust Network could be utilised. Consideration should also be given to ensuring that all Governors were familiar with the information potentially provided by the FTGA should the Trust decide to re-join at a future date.

The Council of Governors SUPPORTED the recommendation that the Trust did not renew its subscription for the current year. However the position would be reconsidered at the July 2012 meeting.

**ACTION – KR**

The Council of Governors RECEIVED a report tabled at the meeting outlining the recommendation from the Nominations and Remuneration Committee that Nigel Ruff, whose term of office as Non-executive Director was due to expire in December 2011, be re-appointed for a further term of three years.

The Council of Governors RATIFIED the recommendation, with Mr Ruff to be re-appointed for a further term of office which would end on 31st December 2014.

The Council of Governor’s were informed that Neil MacDonald, Non-executive Director, had confirmed that he would be standing down as at 31st October 2011. The recruitment process would commence in due course. Neil MacDonald’s significant contribution to the Trust was acknowledged by all.
2011/65 NOMINATIONS COMMITTEE

i. Minutes
At the last Nominations Committee the performance of the Chairman and Non-executive Directors had been reviewed, with the Committee indicating their satisfaction with the outcomes.

2011/66 MEMBERSHIP DEVELOPMENT GROUP

i. Minutes
The Council of Governors RECEIVED the draft minutes from the meeting held on 23rd August 2011.

ii. Issues for escalation
There were no issues for escalation to the Council of Governors.

2011/67 PATIENT SAFETY & EXPERIENCE GOVERNOR & MEMBER GROUP

i. Minutes
The minutes from the meeting held on 7th September 2011 were not yet available. Jean Dearden, Public Governor for Wentworth South and Chair of the Group indicated that there had been significant discussion regarding continued smoking in the hospital grounds and suggestions on how it could be improved, including provision of smoking shelters.

The Chairman indicated that legislation did not allow for smoking on NHS sites and based upon some of the difficult messages discussed at the Governor development sessions spending of monies to provide smoking shelters would mean that monies could not be utilised in other clinical areas. However, it was acknowledged that more could be investigated to ensure that the main entrance area was free from smokers and their debris. The Chairman would discuss this further with the Director of Estates and Facilities Management.

ACTION - MO
The Group had also discussed that their remit should include complaints information. The Chairman agreed that this should be a central part of the Group’s role.

ii. Revised Terms of Reference
The Council of Governors RECEIVED the revised terms of reference for the Group.

iii. Issues for escalation
There were no issues for escalation to the Council of Governors.

iv. Committee Effectiveness Review
The Council of Governors RECEIVED the follow up audit of committee effectiveness for the Patient Safety and Experience Governor and Member Group where it had found that all of the seven original recommendations had been fully implemented.
2011/52 **ISSUES TO BE ESCALATED TO BOARD OF DIRECTORS**

The continued problems with smoking within the hospital grounds would be raised with the Board of Directors.

2011/53 **QUESTIONS FROM THE AUDIENCE**

No questions were asked from any members of the public present.

2011/54 **ANY OTHER BUSINESS**

i. **Regional Governors Development Event**

The Council of Governors were reminded of the Regional Governors Development Event which was to be hosted by Barnsley Foundation Trust on Saturday 29th October.

2011/55 **FOR INFORMATION**

The Council of Governors received the dates for various meetings during 2011/12.

2011/56 **DATE OF NEXT MEETING**

The next meeting of the Council of Governors would be held on Wednesday 11th January 2012. The time and venue would be confirmed in due course.

Prior to formally closing her last meeting, the Chairman wished to place on record her gratitude to the Council of Governors for their achievements and support provided to the Trust and wished the Council every success for the future.

Jean Dearden as Lead Governor, thanked the Chairman on behalf of the Council of Governors for her support and guidance to the Council of Governors and wished her well in her retirement.