

COUNCIL OF GOVERNORS
Final Minutes of the Meeting held on Thursday 24th March 2016
4.00pm to 6.00pm
Trust Conference Room, Burtonwood Wing, Warrington Hospital

Present:

Steve McGuirk	Chairman (Chair)
Alison Kinross	Public Governor
Jeanette Scott	Public Governor
Sue Kennedy	Public Governor
Peter Harvey	Public Governor
David Ellis	Public Governor
Norman Holding	Public Governor
Peter Folwell	Public Governor
Mark Ashton	Staff Governor
Peter Lloyd Jones	Partner Governor – Halton Borough Council

In Attendance:

Mel Pickup	Chief Executive
Sharon Gilligan	Chief Operating Officer (part)
Andrea Chadwick	Director of Finance (part)
Anita Wainwright	Non-Executive Director
Lynne Lobley	Non-Executive Director
Terry Atherton	Non-Executive Director
Angela Wetton	Company Secretary
Gayle Healey	Governor & Membership Support Manager (minutes)

Apologies:

Alf Clemo	Public Governor
Joe Whyte	Public Governor
Elaine Tweedle	Public Governor
Kenneth Dow	Public Governor
Carole Astley	Public Governor
Phil Chadwick	Public Governor
Jim Henderson	Public Governor
Louise Cowell	Staff Governor
Sue Bennett	Staff Governor
Gaynor O'Brien	Staff Governor
Alison Cullen	Partner Governor – Warrington Voluntary Action
Neil Kelly	Partner Governor – Warrington Wolves Foundation
Pat Wright	Partner Governor – Warrington Borough Council
Naomi Sharples	Partner Governor – University of Chester
Ian Jones	Non-Executive Director
Simon Constable	Medical Director
Karen Dawber	Director of Nursing
Pat McLaren	Director of Community Engagement
Roger Wilson	Director of Human Resources & Organisational Development
Jason DaCosta	Director of Information Technology
Lucy Gardner	Director of Transformation

	COG/16/10 - Welcome, Apologies and Introductions
1	The Chairman welcomed all Governors', Staff, and Non-Executive Directors, to the Council of Governors meeting.
2	Apologies - See above listing.
	Declarations of Interest – in agenda items
3	There were no interests declared in relation to the agenda items for the meeting.
	COG/16/11 – Minutes of Previous Meeting 28th January 2016
4	The minutes of the meeting held on the 28 th January 2016 were approved as a true and accurate record.
	COG/16/12 – Actions Arising from Previous Meeting
5	All actions arising from the meeting held on 28 th January 2016 were completed.
6	The Chairman reported that work was continuing to address the car parking issues raised in previous meetings. He advised the Council would receive further information once the Board had made a decision on the new options in the near future.
	COG/16/13 – Operational Plan update
7	The Director of Finance provided a verbal update of the Trust's Operational Plan for 2016/17 and advised that the plan was year one of a five year plan. Year one of the plan would be submitted to Monitor on 11 th April 2016 with years two to five submitted in June 2016. The Trust planned a forecast deficit of £10.6m with a Cost Improvement Programme target of £10m for the forthcoming financial year.
8	The Director of Finance reported that the Trust had assumed it would receive £8m Sustainability and Transformation funding in 2016/17. The funding would be paid quarterly in arrears to the Trust and be used to increase the Cost Improvement Programme. She advised if funding was not available the Trust would seek to acquire a loan of £18.6m to cover £4.4m that had not been delivered by CIP this financial year and to cover the £8m Sustainability and Transformational funding.
9	The Chairman thanked the Director of Finance for the update on behalf of the Council.
	COG/16/14 – Sustainability & Transformational plans
10	The Chief Executive reported that Monitor had published their planning guidance for 2016/17 which identified a key priority to undertake the Sustainability & Transformational Plan (STP) for the 5 year forward view of moving to a more integrated care model to be planned system wide rather than at commissioner level. She reported that there were four STPs in the Cheshire/Mersey area which were Liverpool City, East Cheshire, West Cheshire and Mid Mersey. After discussion with Commissioners it was agreed that Trust was to sit within the Mid Mersey STP footprint due to natural patient flow and would enable the Trust to look at a reconfiguration of services with other local health care providers.
11	The Chairman summarised the update and advised that the plan was still in the early stages of development. Work was required on seeking out which services would best work in which areas, how the specialisms would be allocated and what efficiencies would be released through a series of further discussions with local partners to optimise the best position to move the Trust towards a more sustainable future.
12	The Chairman thanked the Chief Executive for the update on behalf of the Council.

	<p>COG/16/15 – Proposal to changes to the Council of Governors</p> <p>13 The Company Secretary provided an overview of the brief which provided potential changes to the way the Council of Governors conducts its business (circulated with the papers which were noted). She reminded the Council of the statutory duties of governors and explained the changes would enable improvements to be made to support the Council to discharge its duties in a more effective way as lines of accountability had been blurred through current processes. She advised that any changes would need to be embedded by the autumn when the Trust conducts its Well Led Review.</p> <p>14 The Chairman reported that a number of governors had attended a visit to Salford Royal NHS FT to see how its Council had recently made improvements. He advised the concept of evolution not revolution was important when seeking to make improvements as much of what the Trust did currently was reflected by Salford Royal.</p> <p>15 David Ellis; Public Governor commented that the proposed changes provided in the brief were helpful which would enable the Council to achieve more and make a positive impact on patient experience</p> <p>16 Alison Kinross; Public Governor commented that the way Salford Royal presented data to their Council of Governors made complex information much easier to understand and suggested that the Trust looked at adopting the approach. The Chairman advised that one of the aims of the changes for improvement was to provide governors with information in a more user friendly format rather than providing less information.</p> <p>17 Sue Kennedy; Public Governor asked for consideration to be made for meetings to be held at different times of the day as those governors who worked full time found it difficult to attend meetings mid-afternoon.</p> <p>18 Peter Folwell; Public Governor noted that agreement for the proposed changes would not be achieved during one working group session prior to the next Council meeting more time was required.</p> <p>19 Sue Kennedy; Public Governor raised concern of the suggestion to disband governor ward observation visits. The Chairman suggested that a better use of the visits would be to use them to collate intelligence and information for patient care rather than retain the current format.</p> <p>20 The Council of Governors agreed to the following: <ul style="list-style-type: none"> • To change the Governor Q&A sessions to monthly Chairman’s Brief sessions commencing from April 2016 • To disestablish the Monitor Quarterly Reporting Compliance Committee • For a small working group of governors to be arranged to discuss further <p><i>Action: Governor & Membership Support Manager to arrange a governor session in April/May for governors to discuss potential improvements to the way the council conducts its business in readiness for approval at the next Council meeting in May.</i></p> </p>
	<p>COG/16/16 – Chairman’s Report</p> <p>21 The Chairman provided the following verbal report:</p> <p>22 Ratification of NED Appointment: The Chairman reported that appointment process for the Non-Executive Director vacancy had now been completed following a day of focus groups and final interviews conducted on 18th March 2016. The Council approved the recommendation to appoint Dr Margaret Bamford as Non-Executive Director to commence post on 1st April 2016.</p>

23	Salford Royal visit: The item was addressed during agenda item 15.
24	Junior Doctors dispute: The Chairman reported that further industrial action including emergency cover had been planned for 26 th and 27 th April 2016. The Health Secretary planned to impose a new contract for junior doctors after a final offer had been rejected by the British Medical Association who represents junior doctors.
COG/16/17 – Consultation with Constituency members	
25	i. Governor Q&A Session: The Chairman provided an update of the brief which provided an overview of the current issues (circulated with the papers which were noted).
26	ii. Public: none reported.
27	iii. Staff: none reported.
28	iv. Partner: none reported.
COG/16/18 – Report from Governor Committees	
29	i. Quality in Care Committee (QIC) – 8th March 2016 Peter Folwell; Public Governor and Chair of the QIC provided a verbal update of the meeting that was held on 12 th January 2016. He reported that the Committee received a presentation around the work that was being conducted around older people and complaints about healthcare. The Committee also received an update of the Quality Dashboard and Workforce Dashboard and an update of the progress of the Trust Quality Report 2015/16. ‘Complaints’ was selected as the local indicator to be tested for data accuracy by the external auditor.
30	ii. Communications and Membership Committee (CAMC) – 9th March 2016 David Ellis; Public Governor, and Chair of the Communications & Membership Committee provided a verbal update of the meeting held on 13 th January 2016. He reported that the Committee received an update of the arrangements for the staff survey, and the Myeloma Awareness event in June. The Committee also received an update of the progress of the Spring edition of the members’ newsletter and discussed various approaches to a consultation on the new car parking arrangements. He informed the Council that the date for the next open day would be Saturday 2 nd July 2016 to be held at the Warrington site.
COG/16/19 – Any Other Business	
31	Mark Ashton; Staff Governor, requested an update of the estates strategy. The Chief Executive advised that it had been paused due to a lack of capital to fund the next phase.
32	The Chairman advised that Karen Dawber; Director of Nursing had accepted the position of Chief Nurse at Bradford Teaching Hospitals NHS FT and would be leaving the Trust in August. He advised the appointment process for the position would commence shortly and wished Karen well in her new role.
33	Lynne Lobley; Non-Executive Director, invited governors to attend two events had been arranged by the WHH Charity, a Ladies Fashion Show on Tuesday 19 th April at the Tim Parry & Jonathon Ball Peace Centre and a Dragon Boat race on Sunday 8 th May, Manley Mere.
34	There being no other business the Chairman closed the meeting.
Date of next meeting: Thursday 26th May 2016.	