

Minutes of the meeting of the York Hospitals NHS Foundation Trust Member's Council held on 6 May 2009, The Boardroom, York Hospital.

**Present:** **Chairman of the meeting** Mr G Rennie MBE, Patient/Carer Governor

**Public:** Mr P Baines, Public Governor, City of York  
Mrs W Blackburn, Public Governor, City of York  
Dr J Dalton, Public Governor, Hambleton  
Mrs L Hatton, Public Governor, City of York  
Mrs H Mackman, Public Governor, City of York  
Mr N Parkinson, Public Governor, Selby District  
Mr J Porteous, Public Governor, City of York  
Mr S Ruff, Public Governor, City of York  
Mr R Thomas, Public Governor, Selby District

**Patient/Carer:** Mrs J Farquharson, Patient/Carer Governor  
Mrs J Moreton, Patient/Carer Governor  
Mr B Thompson, Patient/Carer Governor

**Partner:** Mrs G Cashmore, Partner Governor, North Yorkshire & York Primary Care Trust  
Councillor S Fraser, Partner Governor, City of York Council

Mrs M Kirk, Partner Governor, City of York Council  
Mrs C Patmore, Partner Governor, North Yorkshire County Council  
Mr M Sweet, Partner Governor, North Yorkshire & York Primary Care Trust

**Staff:** Dr L Bond, Staff Governor, Consultants  
Mrs A Penny, Staff Governor, Nursing  
Mr M Skelton, Staff Governor, Clinical Professional  
Mrs A McGale, Staff Governor, non-clinical

**Apologies:** Mrs E Casling, Partner Governor, North Yorkshire County Council  
Mrs K Harper, Staff Governor, Nursing  
Mrs S Lewis, Public Governor, City of York  
Prof Maynard, Chairman of the Trust  
Mr P McGowan, Public Governor, Selby District  
Mr R Towner, Public Governor, City of York  
Mrs P Turpin, Public Governor, Hambleton  
Mr M Moran, Partner Governor, York CVS  
Cllr S Wiseman, Partner Governor, City of York Council

**Attendance:** Patrick Crowley, Chief Executive  
Andrew Bertram, Director of Finance  
Lucy Brown, Communications Manager

Gillian Fleming, Non-Executive Director  
Cheryl Gaynor, Secretary/Board Administrator  
Penny Goff, Membership Development Manager  
Peta Hayward, Director of Human Resources and Legal Services  
Sue Holden, Associate Director – Corporate Development  
John Hutton, Non-executive Director  
Libby McManus, Chief Nurse  
Linda Palazzo, Non-executive Director  
Mike Proctor, Chief Operating Officer  
Alan Rose, Non-executive Director

**Members of  
the Public:**

Three members of the public attended the meeting

**09/43**

**Constitution**

Mrs Pridmore presented the report which outlined a number of key changes that had been made to the constitution as follows:

- 8.13.1 l) –A member of a Local Authority Overview and Scrutiny Committee for Health (Social Affairs and Health Scrutiny Commission). Mrs Pridmore reported that there was an issue with this term as it would affect two existing Governors. The Council discussed the requirements for putting such a term into the constitution and agreed that they would like the issue addressed through the declarations of interest.
- The proposed amendments to the constitution included a review of the size of the Members' Council. It was proposed that the membership was reduced. To ensure there was a balance between the public Governors and the Partner Governors the proposal was to reduce the number of partnering Governor. The Council did not conclude a view, but agreed that the Board of Directors should decide on the make up of the Members' Council.
- It was requested that the name of the Members' Council be amended to the 'Council of Governors'. This had now been agreed.

Mr Rennie assured the Governors that their comments had been taken onboard and reiterated to the Board of Directors as the final decision of the constitution belongs to the Board.

**09/44**

**Chairman's Appraisal**

Mrs Pridmore presented the report which outlined the process for the Chairman's appraisal and provided Members' Council with a draft timetable.

**Members' Council noted the report.**

**09/45**

**Performance and Finance Report**

Mr Bertram and Mr Proctor gave a detailed presentation which outlined the performance targets for the month of March, the draft year-end financial position and a summary of the income and expenditure.

Mr Bertram reported that:

- The Trust had submitted draft accounts to Monitor, External Audit work was now underway
- Excluding impairments the Trust had achieved an underlying surplus of £2.2m compared to a planned surplus of £1.2m. This was a good position, strengthening the cash position and providing resources for reinvestment back to the capital infrastructure. The reported position reflects the £7.8m of impairment charges. This resulted in a technical deficit of £5.6m. This deficit was an accounting presentation and did not represent a cash transaction. The underlying real resource surplus remained. Monitor excludes technical adjustments such as impairments in their underlying performance assessment.
- The provisional Monitor financial risk rating was 4 (from a 1 to 5 scale). A rating of 4 or 5 corresponded to 'Excellent' in the Health Care Commission's use of resources assessment

Mr Proctor reported that:

- 18 week performance – admitted was 90.14% against a target of 90% and non-admitted was 96.6%, the national target is 95%
- 4-hour was 98.4%, the national target is 98%
- 31 day cancer was a target of 98% - the target has not yet been confirmed.
- 62 day cancer was a target of 95% - the target has not yet been confirmed.
- MRSA 15 against the Healthcare Commission target of 16 or 5 against Monitor's target of 12.
- C,Diff was a target of 103 against a target of 121.
- Thrombolysis was a target of 80% against a target of 69%

Dr Dalton expressed her congratulations to Ms McManus and Mr Proctor on their efforts on MRSA and C.Diff targets.

**09/46**

### **Discharge of the Elderly at Home**

Mrs Blackburn made representation to the Members' Council regarding the policy and procedure for discharge of elderly patients. Mrs Blackburn enquired whether there were hospital based social workers. Mr Proctor advised that the Trust did have hospital based social workers. He reported that discussions with himself and the Head of Patient Flow had taken place and the idea that a seminar around the subject of discharge would be beneficial for the Governors which would cover the discharge of elderly patients. Mr Proctor advised that he would proceed with this to ensure that the seminar will go ahead.

**Action: Mr Proctor to liaise with the Head of Patient Flow to arrange a seminar regarding discharge of patients.**

**09/47 Summary of the minutes of the Board of Directors meetings**

The Members' Council received the summary of the Board of Directors' minutes for its meetings held in February and March 2009.

Mrs Moreton requested that the all abbreviations be reported in full for future reports to ensure full clarity of the minutes is obtained.

**Members' Council noted the minutes.**

**09/48 Membership report**

Mrs Goff presented the report which provided details of public, patient and staff membership for the period April 2008 to 31 March 2009. She reported that the profiles provided information on numbers, type, catchment area, gender, age range and ethnicity of the Trust membership and a summary of leavers and joiners.

Mrs Goff reported that the Membership Engagement Committee was currently reviewing the analysis of membership profile to determine the engagement strategy and action plan for the year.

Members' Council noted the report.

**09/49 Patient Focus Group**

Mrs Fleming presented the report which update Members' Council on the progress of the development of the Patient Focus Group.

Mrs Cashmore requested that the service improvement be that of a 'wider perspective'. She expressed her concern that the focus appeared to be that of York and its City and barely that of any other area i.e Easingwold or Selby. Mrs Fleming thanked Mrs Cashmore for her comments.

Mrs Fleming brought the Governors' attention to her submitted report which detailed a number of proposals for the new Governor Patient Focus Committee (GPFC) she had prepared for the Governors to consider. She had proposed and Members' Council agreed that:

- The purpose most appropriate for the GPFG was – to make recommendations to improve the services of the Trust by using the experience of patients, members and Governors and continue the development of Trust's work on Patients and Patient Involvement
- Schedule of meeting be that of three times a year
- Nomination for the membership of the GPFG be as follows:
  - Steven Lewis

- Paul Baines
- Jim Porteous
- Martin Skelton
- Jane Dalton

After a detailed discussion regarding the election of a Chairman for the GPFG, it was agreed, by a vote of 10 for and 8 against, that the Chairman be nominated and elected by the GPFG at its first meeting.

**09/50            Any other business**

There was no other business to report.

**09/51            Next meeting**

The date of the next Members' Council will be held on Wednesday 1 July 2009 at 4.00pm at York St John's University, Lord Mayors Walk, York.

**09/52            Collation of written questions from members of the public**

There were no written questions received from members of the public.

CLG  
24/05/2009