

Minutes of the meeting of the York Hospitals NHS Foundation Trust Member's Council held on 11 March 2009 the Boardroom, York Hospital.

- Present:** Mr G Rennie MBE, Patient/Carer Governor (Chair)
- 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 S Lewis, 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 Towner, Public Governor, City of York
Mrs P Turpin, Public Governor, Hambleton
- Patient/Carer:** Mrs J Farquharson, Patient/Carer Governor
Mrs J Moreton, Patient/Carer Governor
- Partner:** Mrs E Casling, Partner Governor, North Yorkshire County Council
Councillor S Fraser, Partner Governor, City of York Council
Mrs M Kirk, Partner Governor, City of York Council
Mr M Moran, Partner Governor, York CVS
Mrs C Patmore, Partner Governor, North Yorkshire County Council
Mr M Sweet, Partner Governor, North Yorkshire & York Primary Care Trust
Councillor S Wiseman, Partner Governor, City of York Council
- 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 G Cashmore Partner Governor, North Yorkshire & York Primary Care Trust
Prof I Greer Partner Governor, HYMS
Mrs K Harper Staff Governor, Nursing
Prof Maynard Chairman of the Trust
Mr P McGowan Public Governor, Selby District
Mr B Thompson Patient/Carer Governor

Attendance:	Patrick Crowley	Chief Executive
	Andrew Bertram	Director of Finance
	Gillian Fleming	Non-Executive Director
	Cheryl Gaynor	Secretary/Board Administrator
	Penny Goff	Membership Development Manager
	Alison Hughes	Director of Strategy and Facilities
	John Hutton	Non-Executive Director
	Mike Proctor	Deputy Chief Executive
	Alan Rose	Non-Executive Director

09/22 Chairman's Introductions

The Chairman introduced Mr Bob Thomas a prospective new public Governor for Selby District.

09/23 Oral Questions from the public

Mr Yates, a member of the general public, expressed concern with the publicity of the Members' Council and the fact that he had not received his papers as he would normally. Mr Rennie explained that it was in the Trusts' interest to raise this meeting with the Members of the public and Mrs Goff reported that there were discussions in place to implement an appropriate system to resolve the issue.

It was suggested that an advertorial may be beneficial to introduce which would describe the meeting and the role of the Members' Council. This could be seen to be more inviting to interested members of the public.

Governors were reminded that the meetings are advertised in the YorkTalk newsletter and Mr Crowley reported that colleagues were currently in the process of updating the website and thanked Governors and Mr Yates for their comments.

09/24 Apologies for Absence

Members' Council noted the apologies.

09/25 Declarations of interest

Members' Council noted the declarations of interest.

09/26 Minutes of the meeting held on 8 October 2008

Item 09/07 Space 21 – an amendment of the minute was requested. The minutes referred to '*drawings of the consumerism of the space*', it was requested that the minute read '*drawings of the use of the space*'

The minutes of the meeting held on 6 January 2009 were agreed as a correct record.

09/27 Matters arising from the minutes

09/06.1 10.3 – 08/115 Car Park Development

Mr Crowley updated Governors on the development of the car park scheme. He reported that work continued with APCOA and anticipated that work would commence in late September 2009.

09/28 Healthcare Commission – Standards for better health

Mr Proctor presented the paper which provided a summary of the process of the assessment of compliance with the Core Standards for Health.

The Members' Council noted the report.

09/29 Finance report

Mr Bertram gave a detailed presentation which outlined the financial position as of 31 January 2009. He reported that at the end of January there was an income and expenditure surplus of £2.3m against a planned surplus of £2.1m and an actual cash balance of £5.1m. Other key areas reported were:

- February expenditure overspent by £0.3m
- February income still being assessed but expect to improve position
- Forecast outturn is £1.5m deficit due mainly to technical impairment. Underlying resource position is expected to be £1.5m surplus
- Annual turnover expected to reach £219m

The Members Council noted the report.

09/30 Performance report

Mr Proctor gave a detailed presentation which outlined the performance position as of February 2009. He reported that increases in activity severely tested the Trusts' ability to perform against key targets particularly 18 weeks and 4-hour standard and thanked his colleagues for their efforts to meet these targets.

Mr Proctor reported on a number of key areas:

Performance 4-hour Standard

Mr Proctor reported performance of 93% against the 4-hour standard in December, 96.5% in January and 97.66% in February. Whilst the standard had not been met in each of these months the level of performance was considered 'heroic' given the circumstances of activity increases. The average time to see and Emergency Department clinician was 54 minutes. The average ambulance turnaround time, which was calculated from the point of arrival to the point of departing to the next patient, was 22 minutes.

18 Weeks

Admitted patients were reaching 90.22% against a 90% target and non-admitted patients were reaching 96.9% against a 95% target.

Infection

Performance continued to be excellent and well within the challenging tolerances set.

Cancer and Thrombolysis

Mr Proctor was please to report that targets were 100% for each of the following Cancer targets.

- 14 days – suspected cancerous cells
- 31 days – the diagnosis
- 62 days – GP referral to treatment of the diagnosis

Thrombolysis was reaching an 80% against a 69% target.

The Members' Council noted the report.

09/31 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 December 2008 and January 2009.

Members' Council noted the minutes.

09/32 Membership Engagement Committee

The minutes of the Membership Engagement Committee held on 17 February 2009 were noted.

09/33 Patient Experience

Mr Lewis outlined the report which detailed an outline proposal for Governors to be involved in obtaining knowledge about patient experience.

There were two papers presented to the Governors:

- One proposing a scrutiny or monitoring committee which would meet four times a year with a recommendation for 5 or 6 Governors
- The other proposing another group of a larger committee

Mr Farquharson reminded Governors that the role of the current Patient/Carer Governors was to work on patient experience and raised concerns that these Governors were omitted from the membership of the groups proposed.

Mrs McManus reported that there was an existing Patient Experience Monitoring Group (PEMG) and wanted to work with the right people to widen the existing group. Governors were of the opinion that the Patient/Carer Governor, was not communicating back to the rest of the Members' Council and were unsure as to what the aims of the PEMG were therefore; Governors were in agreement that they would benefit from seeing a copy of the minutes and Terms of Reference for the PEMG.

Mrs Fleming reported that she had previously given a presentation about patient experience and agreed to recirculate the documents that were produced at that time.

Mr Crowley reported that there was an initial intention to watch a DVD on patient experience but there was insufficient time to do this therefore, it was agreed that a number of sessions would be arranged for the Governors interested to attend and watch the DVD. It was also agreed that a copy of the DVD would be sent to each Governor to watch at their leisure.

Members' Council agreed that, in order to receive comments and discuss the proposals after receiving all of the additional information as agreed, it was beneficial to arrange a meeting to take place on 23rd March 2009 at 4.30pm in the Boardroom. Any Governors who were interested in the groups and taking forward the issues, for example, having an understanding of the context of the groups without there being any duplication, were welcome to attend the meeting.

09/34 Any other business

There was no other business.

09/35 Next meeting

The date of the next Members' Council will be held on Wednesday 6 May 2009 at 4.00pm at York St John's University, York.

09/36 Collating of written questions from members of the public

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

CLG
12/03/2009