

COUNCIL OF GOVERNORS MEETING – PUBLIC SESSION

Wednesday 4th September 2013, 5.15pm

Holiday Inn, High Street, Flore, NN7 4LP

Minutes

Present	Designation
Paul Bertin	Chairman
Maureen Shram	Public governor – Kettering & Corby
Brenda McCraith	Public governor – Kettering & Corby
Ian Watts	Public governor – Kettering & Corby
Michael Darling	Public governor – Daventry & South Northants
Anthony Bagot-Webb	Public governor – Daventry & South Northants
Gail Sutherland	Public governor – Northampton
Carol Ash	Public governor – Wellingborough & East Northants
Hector Graham	Public governor – Wellingborough & East Northants
Wendy Steele	Adult Service User governor
Dennis Holland	Adult Service User governor
Liz Johnstone	Adult Service User governor
Kevin Boyce	Adult Service User governor
Brian Lawrence	Older Service User governor
Andrew Bailey	Carer governor
Priscilla Brown	Carer governor
Rita Hinde	Carer governor
Dr Tonye Sikabofori	Staff governor – Doctors
Eileen Hales	Staff governor – Unregistered Nurses
Jacquie Gowans	Staff governor – Other Clinical
Cllr Rosemary Herring	Partner governor – Borough and District Councils
Liam Condron	Partner governor – Voluntary – Older People

In attendance	Designation
Angela Hillery	Interim Chief Executive
Richard McKendrick	Director of Specialty Services
Louise Payne	Director of Compliance & Governance
Sharon Dennis	Interim Director of Nursing
Paul Martin	Company Secretary
Clare Cooper	Foundation Trust Officer
Andrew Bostock	Partner, KPMG
Richard Walton	Manager, KPMG
Darren Dale	Member

Minute	Agenda Topic and Discussion
COG13-62	<p>1. Chairman's Introduction and welcome</p> <p>The Chairman opened the meeting, and welcomed all present.</p>

COG13-63	<p>2. Apologies for absence</p> <p>Apologies were received from:</p> <table border="1" data-bbox="293 241 1508 775"> <tr> <td>Carole Child</td> <td>Public governor – Daventry & South Northants</td> </tr> <tr> <td>David McKintosh</td> <td>Public governor – Northampton</td> </tr> <tr> <td>Des Savage</td> <td>Public governor – Northampton</td> </tr> <tr> <td>Hummad Anwar</td> <td>Young Service User governor</td> </tr> <tr> <td>Jeff Betts</td> <td>Adult Service User governor</td> </tr> <tr> <td>Beverley Sturdgess</td> <td>Adult Service User governor</td> </tr> <tr> <td>Sandra Bemrose</td> <td>Carer governor</td> </tr> <tr> <td>Chris Stirney</td> <td>Staff governor – Registered Nurses</td> </tr> <tr> <td>Suzanne Johnson</td> <td>Staff governor – Non Clinical</td> </tr> <tr> <td>Cllr Judy Shephard</td> <td>Partner governor – Northamptonshire County Council</td> </tr> <tr> <td>Mike Twigger</td> <td>Partner governor – University of Northampton</td> </tr> <tr> <td>ACC Paul Phillips</td> <td>Partner governor – Criminal Justice Partnership</td> </tr> <tr> <td>Laney Holland</td> <td>Partner governor – Northamptonshire Rights & Equality Council</td> </tr> </table>	Carole Child	Public governor – Daventry & South Northants	David McKintosh	Public governor – Northampton	Des Savage	Public governor – Northampton	Hummad Anwar	Young Service User governor	Jeff Betts	Adult Service User governor	Beverley Sturdgess	Adult Service User governor	Sandra Bemrose	Carer governor	Chris Stirney	Staff governor – Registered Nurses	Suzanne Johnson	Staff governor – Non Clinical	Cllr Judy Shephard	Partner governor – Northamptonshire County Council	Mike Twigger	Partner governor – University of Northampton	ACC Paul Phillips	Partner governor – Criminal Justice Partnership	Laney Holland	Partner governor – Northamptonshire Rights & Equality Council
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COG13-64	<p>3. Declaration of Interests</p> <p>Eileen Hales declared her position as a Councillor in Kettering. There were no further Declarations of Interest made.</p>																										
COG13-65	<p>4. Governor Membership Update</p> <p>The Chairman welcomed Maureen Shram, the new Public Governor for Kettering & Corby who had recently been elected unopposed, and advised that the result of the Wellingborough & East Northants election would be known shortly. He also confirmed that Carol Thorne-Smith had tendered her resignation as the Partner Governor for the Service User Reference Group (SURG) and that the Foundation Trust Office was currently in discussion with SURG to secure another representative from the group to take the seat.</p>																										
COG13-66	<p>5. Minutes of previous meeting held on 4th July 2013</p> <p>The minutes of the previous meeting held on 4th July 2013 were agreed as a true record.</p>																										
COG13-67	<p>6. Matters arising from the minutes</p> <p>There were no matters arising that were not covered elsewhere on the agenda.</p>																										
COG13-68	<p style="text-align: center;"><u>For Discussion and Debate</u></p> <p>7. Environmental update</p> <p>The Chairman gave an update on the current environment in which the Trust was operating, including the continuing need to pursue partnership working whilst at the same time recognising the challenges of doing so. He continued by updating the Council on the Chief Executive recruitment process, including the Governors' role within it.</p>																										

<p>COG13-69</p> <p>COG13-69a</p> <p>COG13-69b</p> <p>COG13-69c</p> <p>COG13-69d</p> <p>COG13-69e</p>	<p>8. Interim Chief Executive's Report</p> <p>The Council of Governors received and discussed the Interim Chief Executive's Report. Angela Hillery highlighted the following items:-</p> <p>– <i>Care Quality Commission inspection:</i> Angela Hillery highlighted the unannounced inspection undertaken by the Care Quality Commission during August 2013. Louise Payne advised Governors on the outcome of the visit and confirmed that the CQC's findings were of a nature which did not adversely affect the Trust's governance rating, with actions around medicines management and reporting to the Board required. Louise continued that an action plan was already in place, and that all other areas covered by the inspection achieved the required standards.</p> <p>– <i>Residential respite for people with neuro-degenerative conditions and Community Podiatry:</i> Angela Hillery confirmed that following the conclusion of the consultations on Podiatry services and Favell House, the Trust was now working on transition plans for the affected service users.</p> <p>– <i>Hospice funding:</i> Paul Martin advised that Commissioners had undertaken some initial work to establish an appropriate level of hospice funding, however the information had proved more complicated than expected. The focus was now on a wider strategic consideration of the future development of hospice and other end of life services in the county.</p> <p>A number of Governors raised concerns regarding feedback they had received on aspects of the Trust's Community Mental Health Teams' services including access waiting times. Richard McKendrick explained the current redesign work that was being undertaken and it was agreed that a progress report on this work would be presented at the next Council of Governors' meeting in November 2013. Action: Progress report on mental health redesign to be presented at the November 2013 Council of Governors' meeting</p> <p>Governors were also keen to gain a greater understanding of the operation and implications of personal health budgets for the Trust and service users and agreed this would be pursued either by a Sub Group or at a future Council of Governors' meeting.</p>
<p>COG13-70</p>	<p>9. Nominations/Remuneration Committees</p> <p>Paul Martin presented a proposal to merge the Council of Governors' Nominations and Remuneration Committees, together with a revised Terms of Reference for the new Committee. The Council of Governors endorsed the proposal.</p>
<p>COG13-71</p> <p>COG13-71a</p> <p>COG13-71b</p>	<p>10. Significant Transactions Policy</p> <p>Louise Payne introduced a draft Significant Transactions Policy. This related to one of the provisions within the Trust's Constitution which states "the Trust shall have a policy for the Board of Directors to consult the Council of Governors about transactions that are within the description of significant transaction set out in the policy".</p> <p>Andrew Bailey expressed concern that the draft Policy had not been taken to either</p>

	<p>the Finance & Performance Committee or the Chairs Sub Group prior to its presentation at this meeting, and commented that he felt there had not been enough consultation with Governors over the Policy details. It was agreed that this item would be further discussed at the next meeting of the Membership and Governance Sub Group.</p> <p>Action: Signification Transactions Policy to be discussed at next Membership & Governance Sub Group meeting</p>
	<u>For Information</u>
COG13-72	<p>11. Reports from Sub Groups</p> <p>Presented for information.</p>
COG13-73	<p>12. Any Other Business</p>
COG13-73a	<p><u>Liverpool Care Pathway</u></p> <p>Louise Payne highlighted one of the recommendations of the Independent Review of the Liverpool Care Pathway was that Boards of healthcare providers providing end of life care should give responsibility to one of its members to focus on this issue. She sought a nomination from the Council of Governors for this role. It was agreed that interested Governors should contact the FT Office.</p> <p>Action: Interested Governors to contact the Foundation Trust Office for further information</p>
COG13-73b	<p><u>The Martins</u></p> <p>Brenda McCraith sought clarification as to whether or not The Martins respite facility was closing. Richard McKendrick confirmed that the Commissioners had indicated they did not wish to provide long term respite services, and therefore The Martins would close within two to three months. He provided reassurance that the Trust was working to ensure appropriate care packages were in place before closure.</p> <p>There was no other business to be discussed.</p>
COG13-74	<p>13. Snapshot Review Of Effectiveness</p> <p>It was agreed that the agenda was appropriate.</p>
COG13-75	<p>15. Next Meeting</p> <p>To be confirmed.</p>