Ashford and St. Peter's Hospitals NHS
NHS Foundation Trust

# COUNCIL OF GOVERNORS

## 9th September 2014

| | |
|---|---|
| **TITLE** | **Governor Activities** |
| **EXECUTIVE SUMMARY** | The paper provides a short summary of the activities of the Governors since the last meeting. |
| **The Council is asked to:** | Note the summary |
| **Submitted by:** | David Frank, Public Governor for Surrey Heath and Lead Governor |
| **Date:** | September 2014 |
| **Decision:** | For noting |

Ashford and St. Peter's Hospitals NHS
NHS Foundation Trust

## Governor Activities

Since the last meeting update of Governors' activities at the Council of Governors on 23rd June 2014, the Governors have been involved in a number of wide ranging activities across the Trust. These have included:

| | | |
|---|---|---|
| **17th June** | **Membership and Community Engagement Group meeting** | Amongst the regular items of business, discussion around the arrangements for the forthcoming Spelthorne Careers Fair; advertising membership around the Trust; thoughts and ideas for the Summer edition of Members' Matters and arrangements for the forthcoming public meetings regarding the partnership with Royal Surrey and the Annual Members' Meeting took place. |
| **18th June** | **Public Meeting on the Merger at St Peter's Hospital** | 70 members and non-members, including five Governors, attended this informative presentation. |
| **23rd June** | **Council of Governors meeting** | Amongst the regular items of business, discussion highlights included arranging for a glass cabinet to be installed in the Reception area at St Peter's to house awards; decision on Non-Executive Remuneration; staff engagement during the organisational transition; the complaints procedure and how the Trust was looking to improving the outpatient experience. |
| **26th June** | **Public Meeting on the Merger at Ashford Hospital** | Over 60 members and non-members, including seven Governors, attended the repeat of the presentation undertaken previously at St Peter's Hospital. |
| **27th June** | **Spelthorne Careers Fair** | The Membership Manager together with Dr Arun Gupta, Staff Governor for Medical and Dental Staff/Consultant Ophthalmologist, Diane Lashbrook, Clinical Nurse Leader for Ambulatory Care and Jean Asare, Endoscopy Unit Manager attended the Spelthorne Careers Fair which was attended by up to 1,000 pupils aged 15 – 16. |
| **30th June** | **St Peter's Day Service** | Commemorating the Saint after whom one of our hospitals is named, there was a Service. In her address, Judith linked the Trust's four Ps to the life of St Peter. |

| | | |
|---|---|---|
| **7th July** | **Nominations Committee** | Meeting to discuss the NED vacancy following the decision of Jim Gollan to step down. |
| **15th July** | **Patients Association Survey Reporting Session** | The survey was commissioned by the Chief Nurse in conjunction with the Governors' Patient Experience Group to obtain comments and concerns from carers of patients with dementia admitted to the Trust's hospitals, not necessarily for treatment for that condition. The session was attended by four Governors (some of whom had participated in the interviewing of carers), a Patient Panel member and several members of senior nursing staff, some of whom had particular responsibilities in this field. A number of improvements in communication with carers and recognising the need for their involvement had been identified and some initiatives had begun. The Patient Experience Group requested a progress report in three months' time. |
| **15th July** | ***Be The Change* Awards Ceremony and Celebration of Achievement** | Several Governors were pleased to share in this special event which comprised presentations by junior doctors (FY1) and various members of staff who had become Change Champions for their particular department or ward. The project had been initiated by the junior doctors in order to make a variety of changes in the ways of working and in the hospital environment. The project which won first prize was from Porters and Security devised to make it easier to find your way around St Peter's with colour coded directional lines. |
| **16th July** | **Presentation of the Accounts and Annual Report** | The Board presented the 2013/14 Annual Accounts and Report to the Governors. |
| **16th July** | **Private meeting of the Board and Council of Governors** | Key items discussed included an update on the progress with the merger with Royal Surrey and performance with the A&E waiting time target. |
| **22nd July** | **Annual Members' Meeting** | Nearly 100 members attended the Annual Members' Meeting including 14 Governors. Members were encouraged to take a tour of the Cardiac Unit and Interventional Radiology Unit. A number of stalls could be visited. The usual presentations took place with a special segment on the Radiology Interventional Suite undertaken by Dr Alex Chapman. |

| | | |
|---|---|---|
| **30th July** | **Constitution and Governance Working Group** | Discussion took place around what the potential merged Trust's constitution would look like. |
| **30th July** | **Council of Governors pre-meeting** | The Governors met to discuss the items they wished to be covered in the Council meeting taking place on 9th September 2014. |
| **7th August** | **Quality Account Workshop** | Five Public Governors (all members of the Patient Experience Group) and two Staff Governors, together with some Patient Panel members and CCG and Surrey County Council representatives attended this three hour long workshop. Dr Erica Heppleston, Head of Clinical Pathway Improvement and Corporate Quality Lead, supported by other managers, took attendees through the quality dashboard for the quarter ending June 2014 outlining achievements and areas for improvement. |
| **11th August** | **Patient Experience Group meeting** | Amongst the regular items of business the Group followed up on or provided updates on the Patients Association Project, Day Surgery Theatre lists, Shared Care, the Spelthorne Survey themes and patients that Did Not Attend (Outpatients). A presentation and discussion by the Chief Executive (Andrew Liles) on the Patient Benefits Case in relation to the merger with Royal Surrey took place. |
| **12th August** | **Remuneration and Appraisal Committee meeting** | The Chairman and NED appraisals for 2013/14 were presented to the Committee for endorsement. |
| **19th August** | **Membership and Community Engagement Group meeting** | Amongst the regular items of business, highlights included arranging a stakeholder panel in relation to the merger with Royal Surrey, signage, discussion around fundraising opportunities and ideas for the Autumn edition of Members' Matters. |