

**Public Meeting of the Council of Governors
Tuesday, 7th November 2017, 2pm – 4pm
Sight Service, Stonehills Business Centre, Gateshead, NE10 0HW**

DRAFT Minutes

Present:

Anne Carlile	Carer Governor, Adult Services
Grahame Ellis	Staff Governor, Non Clinical
Fiona Grant	Service User Governor, Adult Services (Lead Governor)
George Hardy	Carer Governor, Learning Disability Services
Cath Hepburn	Public Governor, North Tyneside
Claire Keys	Staff Governor, Clinical
Diane Kirtley	Carer Governor, Neuro Disability
Cllr Felicity Mendelson	Local Authority Governor, Newcastle City Council
Rev Prof Pauline Pearson	Northumbria University Governor
Denise Porter	Community & Voluntary Services Governor
Cllr David Townsley	Local Authority Governor, South Tyneside Council

In Attendance:

Dr Les Boobis	Non-Executive Director
Alexis Cleveland	Non-Executive Director/Acting Chair
Gary O'Hare	Executive Director of Nursing and Operations
Wendy Pinkney	Corporate Affairs Officer (notes)
Peter Studd	Non-Executive Director
Caroline Wild	Deputy Director, Communications and Corporate Relations

Governor Support/Public: Angela Lamb
Christina Thirlwell

Apologies:

Margaret Adams	Public Governor, South Tyneside
Colin Browne	Carer Governor, Older People's Services
Michael Butler	Public Governor, Sunderland
Jennifer Cribbes	Corporate Affairs Manager
James Duncan	Deputy Chief Executive and Executive Director of Finance
Cllr Margaret Hall	Local Authority Governor, North Tyneside Council
Barry Hirst	Newcastle University Governor
Cllr Veronica Jones	Local Authority Governor, Northumberland County Council
John Lawlor	Chief Executive
Dr Rajesh Nadkarni	Executive Medical Director
Austin O'Malley	Public Governor, Newcastle/Rest of England and Wales
Lucy Reynolds	Service User Governor, Neurological Services
Bill Scott	Public Governor, Northumberland
Rachel Simpson	Service User Governor, Learning Disability Services
Cllr Allison Thompson	Local Authority Governor, Gateshead Council
Ruth Thompson	Non-Executive Director
Bob Waddell	Staff Governor, Non Clinical
Jack Wilson	Service User Governor, Children and Young People's Services

Item	Discussion
48/17	<p>Welcome and Introductions Alexis Cleveland welcomed everyone to the meeting.</p>
49/17	<p>Apologies for absence Apologies for absence were received as recorded above.</p>
50/17	<p>Council of Governors - Minutes for approval Fiona Grant noted that she no longer attends RBAC.</p> <p>The minutes of the meeting of 12th September were approved as an accurate and true record with no amendments required.</p>
51/17	<p>Matters arising not included on the agenda There were no matters arising.</p>
52/17	<p>Declarations of interest None declared.</p>
53/17	<p>Acting Chair's report</p> <p>Alexis Cleveland updated the Council on the following:</p> <ul style="list-style-type: none"> • 2017 Clinical Excellent Awards Les Boobis explained the awards. We are looking for a governor representative to take part in the CEA panel. Nominations to Caroline please. • Audit Working Group Grahame Ellis described this group and asked for nominations for a time limited piece of work involving the appointment of auditors for the Trust, which will commence in the New Year. • Council of Governor Elections Alexis set out the Council of Governor elections which are ongoing, and the timescales associated with the process.
54/17	<p>Chief Executive's report Gary O'Hare presented the report on behalf of John Lawlor, highlighting the recent visit from the Secretary of State.</p> <p>Gary also provided an update on the Operational Management Structure and the Clinical Networks programmes and collective leadership programmes.</p> <p>Cath Hepburn asked about the New Care Models and how we could balance safety with reduced length of stay. Gary explained that inpatient services would still be available, but that appropriate alternatives should also be used where possible.</p> <p>Denise Porter asked about Out of Area Placements (OAPs) and how NTW was tackling this issue. Gary explained that NTW has been very proactive in this area and has a care management approach for people who have been outside of the NTW area in inpatient services for some time. He also explained that there have been some pressures recently on local people needing to go out of area for acute services, and a great deal of work is being undertaken to improve this.</p>

	<p>Denise also asked about average occupancy of beds in NTW. Gary explained that this varies, but acknowledged that there is pressure and measures were being taken such as expanding the bed management service.</p> <p>Fiona Grant asked about the Northumberland Accountable Care Organisation. Gary explained that there was no further progress at this point, but that NTW remains involved in the programme board.</p> <p>Grahame Ellis asked about children’s services and whether a development session would be useful. This will be arranged in the New Year.</p> <p>Gail Bayes provided a presentation on the NTW Academy. (Available on request.)</p> <p>In response to this, Felicity Mendelson asked about online working and the availability of modules for people in the early stages of their pathway. Gail explained that online resources would be developed, but there was a stepped approach to learning and also she was hoping to develop more bespoke careers development advice.</p> <p>Claire Keys asked about nursing leadership. Gail confirmed that this would be considered as part of the multi-disciplinary work and through the collective leadership programme. Preceptorship will remain with the professional nursing responsibilities.</p> <p>Anne Carlile commented on the complexity of mental health and disability nursing, and the importance of recruiting the right people with the right values from the beginning.</p> <p>Claire and Denise commented about the relative banding of nurses and the movement of nurses to different posts within the trust.</p> <p>Gail highlighted that this is a plan in progress and will be developing over the next few years.</p>
<p>55/17</p>	<p>Governors Questions No Governors’ questions were received.</p>
<p>56/17</p>	<p>Nominations Committee update Alexis Cleveland provided an update on the process to recruit a Chair. Governors will have an opportunity to be involved in the process on 12th December 2017.</p> <p>Alexis also presented the proposal to reappoint Martin Cocker. This was unanimously agreed.</p> <p>The Governors also agreed to extend the tenure of Alexis Cleveland as acting Chair and Ruth Thompson as acting deputy Chair and this was unanimously agreed.</p>
<p>57/17</p>	<p>PLACE visits report Alexis presented the report which summarised the PLACE report findings and thanked those Governors who have taken part.</p>

58/17	<p>Freedom to Speak Up Guardian</p> <p>Neil Cockling explained his role as the Freedom to Speak Up Guardian in NTW and links with the National Guardian.</p> <p>Fiona Grant asked about the rationale for Neil being appointed FTSU Guardian. Alexis explained that this was based on Neil's approach to the task and personal attributes, rather than as a Chaplain.</p> <p>Felicity asked about the links between the FTSU Guardian and staff side representatives. Neil explained that some staff side representatives have been along to the training provided by Neil, but that he was keen that champions should not be conflicted by different roles.</p> <p>David Townsley asked about cultural issues in the NHS and how accountable officers are and able to account for the challenges. Neil explained his relationship to John Lawlor in managing situations where people have raised anonymous concerns. David also asked about the checks and balances in the FTSU guardian system. Neil explained that this is being developed nationally.</p> <p>Claire Keys commented that she feels that more work needs to be done to support people who go through the process of raising concerns.</p> <p>Alexis thanked Neil for attending.</p>
59/17	<p>Governor Feedback:</p> <p>a) Observers on Board Committees:</p> <p><i>Quality and Performance</i> – Anne Carlile attended Q and P.</p> <p><i>Audit</i> – Grahame Ellis reported back on the Audit Committee Meeting which included NTW Solutions for the first time.</p> <p><i>RABAC</i> – there was no feedback from this committee</p> <p><i>MHLC</i> – Fiona Grant reported that she has attended this meeting as COG observer. She highlighted the complexity of the Mental Health legislation area. Alexis suggested that this could be a future development session.</p> <p>b) Committee and Working Groups Update, Working Group Chairs</p> <p><i>Quality Group</i> – Fiona fed back from the Quality Group which was positive. A presentation about children's services was very useful. A second presentation on staff wellbeing was also well received.</p> <p>c) Feedback from Events/Meetings – no feedback received at this meeting.</p>
60/17	<p>Board of Directors Meeting Minutes</p> <p>The Council of Governors noted the Board minutes which had been previously circulated.</p> <p>Grahame Ellis mentioned that NTW solutions phase 2 was progressing through the Board for agreement.</p>

61/17	<p>Any other business</p> <p>The governors noted that NTW had received a number of recent national awards, including Darren McKenna's (Director of Informatics) for his role and also the team at Hopewood Park had received an award from the Royal College of Psychiatrists. The Trust had been nominated for two HSJ Awards and the winners would be announced in London in late November.</p> <p>Denise Porter provided an updated in relation to her presentation to the Royal College of Psychiatrists' inpatient review.</p>
	<p>Close</p> <p>There being no further business to discuss, the Chair declared the meeting closed.</p>
<p>Dates, times and venues of next meetings:</p> <p>Council of Governors Engagement Meeting – 1st February 2018</p> <p>Council of Governors Meeting (held in public) – 6th March 2018</p>	