

Agenda Item 21/16

MINUTES

Strategy and Governance Group
Wednesday 11 May 2016
Southend University Hospital
Prittlewell Chase
Westcliff-on-Sea SS0 0RY

Present:

| | |
|--------------------|----------------|
| Les Catley (Chair) | Nigel Gaynor |
| Frank Haysom | Trevor Johnson |
| Elaine Blatchford | Joe Cooke |
| Linda Cook | |

In attendance

Tony Le Masurier (Non-Executive Director)
Geoff Stokes (Foundation Trust Secretary)
Jenny Galpin (Project Director)
David Fairweather (Membership Manager - Minutes)

Welcome

14/16 Apologies and welcome to the meeting

Pam Challis gave her apologies and Jenny Galpin was welcomed to the meeting.

15/16 Declaration of Conflicts of Interest

There were no declarations of interest

16/16 Minutes of the previous meeting

- (i) The notes of the meeting held on 25 February were approved as an accurate record of the meeting after changing 16/15 Draft Annual Governors' Statement (AGS) to 16/15 Draft Annual Governance Statement (AGS).
- (ii) There were no matters arising.

17/16 Annual Governance Statement (AGS)

Trevor Johnson asked Geoff Stokes if this is a part of the Annual Report, which he confirmed.

Geoff Stokes went through the statement with the Group.

Joe Cooke asked which governor will attend QAC meetings after Elaine Blatchford retires as a governor. Also, is the CoG getting a report of QA indicators from the Chief Nurse?

Geoff Stokes reminded the Group that the governor on QAC is there to attend only and is not there to take part in the meeting.

ACTION: Geoff Stokes to put on an agenda item for the 22 June CoG to see which governor would like to take over from Elaine Blatchford on QAC. **GS**

ACTION: Geoff Stokes will produce a paper on what hospital working groups are available for governors to attend and what their role will be on those groups. **GS**

Geoff Stokes went onto advise that hospital working groups reporting to the BoD are being reviewed to make them more effective.

Joe Cooke asked how we get Information Governance back to green as we are currently on red. Geoff Stokes gave an explanation of what the Trust is doing to achieve this.

Linda Cook asked if we are doing more elective surgery. Geoff Stokes advised that this is not being achieved due to strike action by the junior doctors and high numbers of arrivals at A&E who require hospitalisation.

Elaine Blatchford pointed out that the CCG has never accurately predicted hospital throughput and have always underestimated numbers.

18/16 Annual operational plan update

Jenny Galpin gave the Group an update of the 2016/17 plan, giving the highlights including the medical model. There is also a new model for mental health assessment in A&E; independent review of the emergency pathway by Monitor; and other highlights from last year. She went on to share a summary of highlights for the coming year. This included improvements in the 18 week pathway, surgery out of house, the treatment of cancer patients and the refreshing of the Trust's values. The financial element of the plan will be challenging owing to a planned deficit for 2016/17. The Success Regime sees us working closely with Broomfield & Basildon Hospitals.

Joe Cooke asked for clarification as to whether we have mental health support 24/7 in A&E. Elaine Blatchford reminded the group that this is a SEPT responsibility and is available during the week from 9am to 10pm.

Linda Cook advised that she met with a seconded psychiatrist from SEPT, Dr Reddy who told her that it can take up to 15 hours to get a clinician into A&E.

Frank Haysom asked Jenny Galpin about keeping projects up to date as it is his understanding that Pathology First are not working to their SLA as regards late blood tests are concerned. Jenny Galpin advised that post evaluation is key and that their KPIs are tabled at BoD. SLA metrics are also reviewed by the BoD on a regular basis.

ACTION: Tony Le Masurier volunteered to follow this up. **TLM**

Jenny Galpin was thanked for attending the Group, and then left the meeting.

19/16 2016 governor election update

Geoff Stokes said that the dates advised at CoG will be maintained and that we are going out to bids at the end of May.

Joe Cooke and Linda Cook advised that they are aware of some members in the wrong constituency.

ACTION: Linda Cook to advise the email addresses of those members in the wrong constituency. **LC**

20/16 Annual self-assessment

ACTION: David Fairweather to circulate the report after the meeting. **DF**

21/16 Work Plan Review

ACTION: Geoff Stokes will confirm the dates for the November 2016 and February 2017 meetings. **GS**

It was further agreed that the position of a new chair for the Group be discussed at the August meeting.

22/16 Governor training

Trevor Johnson is of the opinion that the introductory sessions for new governors were not very helpful. He suggests giving new governors copies of ward plans.

ACTION: Joe Cooke offered to raise this at MERG under Education & Training. **JC**

23/16 Success Regime

Joe Cooke asked Tony Le Masurier if there is anything major to be put to governors for approval as regards the Success Regime. Tony Le Masurier advised that some major changes are coming and that Alan Tobias will bring anything relevant to the governors as and when necessary.

24/16 Dates of the Next Meetings

- Wednesday 10 August 2016 in the Boardroom
- Wednesday 9 November 2016 in the Boardroom
- Wednesday 15 February 2017 in the Boardroom

Signed.....

Date.....