

Council of Governors – Public Session

Minutes of the Council of Governors (Public Session) meeting held on Thursday 10th May 2018 at 17:30-18:30 in the Boardroom, Hambleton Wing, King's College Hospital, Denmark Hill.

Minutes

Ian Smith Interim Trust Chair

Elected:

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| Rosemary Andrews | Bromley |
| Diana Coutts-Pauling | Bromley |
| Penny Dale | Bromley |
| David Jefferys | Bromley |
| Sam Waterson | Lambeth |
| Chris North | Lambeth |
| Barbara Goodhew | Lambeth |
| Victoria Silvester | Southwark |
| Jane Allberry | Southwark |
| Pam Cohen | Southwark |
| Stephanie Harris | Southwark |
| Emmanuel Forche | Patient Governor |
| Ashish Desai | Staff Governor – Medical & Dentistry |
| Carole Olding | Staff Governor – Nursing and Midwifery |
| Claire Saha | Staff Governor - Allied & Health Professionals |
| Heather Weir | Staff Governor – Nursing and Midwifery |

Nominated/Partnership Organisations:

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| Charlotte Hudson | South London & Maudsley NHS Foundation Trust |
| Cllr. Jim Dickson | Lambeth Council |
| Phidema Lisowska | Joint Staff Committee |
| Prof Anne Marie Rafferty | King's College London |

In Attendance:

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| Peter Herring | Interim Chief Executive |
| Faith Boardman | Non-Executive Director |
| Dr Shelley Dolan | Chief Operating Officer & Chief Nurse |
| Siobhan Coldwell | Trust Secretary and Head of Corporate Governance |
| Sao Bui-Van | Director of Communications |
| Jane Bond | Director of Capital, Estates & Facilities |
| Dawn Brodrick | Director of Workforce Development |
| Iain Alexander | Interim Chief Financial Officer |
| Nicola Hoeksema | Associate Chief Financial Officer |
| Simon Dixon | Deputy Chief Financial Officer |
| David Lewis | Senior Finance Manager |
| Jane Badejoko | Assistant Board Secretary |
| Dale Rustige | Corporate Governance Officer (Minutes) |

Apologies:

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| Alfred Ekellot | Lambeth |
| Susan Wise | Lambeth |
| Dr Sadru Kheraj | Lambeth Clinical Commissioning Group (CCG) |
| Kevin Labode | Staff Governor – Administration and Clerical |

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| Cllr. Robert Evans | Bromley Council |
| Paul Cosh | Patient Governor |
| Fungisai Chirochangu | Patient Governor |
| Craig Jacobs | Patient Governor |
| Derek St Clair Catrall | Patient Governor |
| Prof Ghulam Mufti | Non-Executive Director |
| Chris Stooke | Non-Executive Director |
| Prof Richard Trembath | Non-Executive Director |
| Prof Jonathan Cohen | Non-Executive Director |
| Sue Slipman | Non-Executive Director |
| Lisa Hollins | Director of Transformation and ICT |
| Prof Jules Wendon | Executive Medical Director |
| Abigail Stapleton | Director of Strategy |

| Item | Subject | Action |
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| 018/17 | Welcome and Apologies Apologies for absence were noted. | |
| 018/18 | Declarations of Interest None. | |
| 018/19 | Chair's Action None. | |
| 018/20 | Minutes of the Previous Meeting The minutes of the last meeting held on 14 th March 2018 were approved as accurate. | |
| 018/21 | Matters Arising / Action Tracker There were no outstanding actions for the Council to review. | |
| | FOR REPORT | |
| 018/22 | Best Quality of Care a) Introduction to the new interim Chief Executive A warm welcome was given to Peter Herring, the newly appointed Interim Chief Executive of the Trust. Peter gave a short introduction of his background working in the NHS and looked forward to working at King's. It was noted that he has had over 20 years' experience working as a CEO and had previously let three NHS trusts. | |
| 018/23 | Top Productivity and Sound Finances a) Financial Special Measures – Update The Council received a verbal update from the Interim Chief Financial Officer, Iain Alexander. The Trust has been working closely with the regulator in finalising the budget for 2018/19. It was noted that the road to financial recovery will be a long term process and that there is full commitment from the Trust. The Trust will face similar challenges as in the previous financial year whilst it is under | |

| Item | Subject | Action |
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| | <p>financial special measures – with CIPs (cost improvement programme) and the higher 6% interest rate for borrowing. There would be a big programme planned for CIPs. There will be an increase in the CNST (clinical negligence scheme for trusts) premium. One of the key priorities was reducing the costs on temporary staffing.</p> <p>There was a question from the governors on whether there was a risk of over optimism on the delivery of CIPs. It was noted that the Trust had performed well in 2017/18, with delivering £48m out of £54m of the CIPs target. Some CIPs may be taken out of the budget for 2018/19. However, the Trust was fully committed to continuing the achievement of CIPs. It was noted that the Trust had greatly reduced its agency spend in 2017/18 as part of the CIPs; there would be more of a focus on employing into substantive posts.</p> <p>The Trust would also undertake a review of its clinical coding process to ensure greater accuracy for 2018/19. Inaccurate coding was one of the drivers of the deficit. The central coding team had been increased and the Trust had also brought in expert advice.</p> | |
| | <p>b) Performance Report – Month 12</p> <p>The Council noted the Performance Report for Month 12. The Chief Operating Officer & Chief Nurse, Dr Shelley Dolan, provided a verbal update.</p> <p>The Trust’s performance was good in managing a difficult winter. It performed well against the national target and both sites exceeded it. There was now flow in ED, which had been a recurring issue previously.</p> <p>The 62-week waiting time for cancer treatments had been compliant in March and April, and May should also be compliant. There were however some breaches in the waiting times for breast cancer treatments due to staffing issues. The Trust was also compliant with diagnostic times. The backlog for endoscopy at the PRUH was being cleared. Capacity would also be doubled at the PRUH.</p> <p>There was a marginal drop in RTT compliance in March. There was an increase in the number of patients waiting over 52 weeks in March. Demand and capacity for orthopaedics would be reviewed.</p> <p>Due to the winter pressures, elective surgeries had to be rescheduled, excluding cancer cases.</p> | |

018/24 Governor Involvement and Engagement

a) Governor Strategy Committee

The Council noted a written summary of the recent Strategy Committee meeting on 10th May 2018. Lead Governor, Chris North, provided a verbal update.

There had been a presentation at the meeting on the strategy and vision of the King’s Health Partners (KHP) Institute of Haematology. It was noted that the Trust was fortunate to have a diverse local population, which is a fundament building block to developing a speciality. Haematology teams across the partner sites have implemented strategies to further align working practices.

b) Membership and Community Engagement Committee (MCEC)

The Council noted a written summary on the recent MCEC meeting on 10th May 2018.

| Item | Subject | Action |
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| | The Committee Chair, Penny Dale, provided a verbal update. | |
| | Representatives from the Lambeth PPG (Patient Participation Group) were invited at the last meeting and did a talk on their activities and engagement work. There were also discussions about finding a mechanism for staff governors to receive useful feedback from the local constituency. Governors were also encouraged to become more involved in health talks with members. | |
| | c) Patient Experience & Safety Committee (PESC) | |
| | The Council noted a written summary on the recent PESC meeting on 19 th April 2018. The Committee Chair, Victoria Silvester, provided a verbal update. | |
| | The Committee had invited the Director of Delivery and Outpatients, Nicola Waring-Edkins, delivered a presentation on the Trust's outpatient transformation work. | |
| | There was a discussion about issues relating to capital and estates around the Trust such as: signage and appointment letters, patient discharge and transport, progress on issues raised from PLACE (Patient-Led Assessments of the Care Environment) visits. It was noted that the Director of Capital, Estates and Facilities would be invited to the next PESC meeting to address the issues. | |
| | d) Governor articles for @King's | |
| | The Lead Governor noted that they could have a specific area within the @King's magazine. This would be an opportunity for Governors to provide articles or stories aimed at engaging members. | |
| | FOR INFORMATION | |
| 018/25 | Confirmed Minutes of Governor Sub-committees | |
| | The Committee noted the following confirmed minutes: | |
| | a) Governor Strategy Committee, 9 th October 2017 | |
| | b) Membership and Community Engagement Committee, 9 th February 2018 | |
| | c) Patient Experience & Safety Committee, 25 th February 2018 | |
| 018/26 | ANY OTHER BUSINESS | |
| | None. | |
| 018/27 | Date of next meeting | |
| | Wednesday 3 rd October 2018 (14:30-15:30) in the Boardroom, Hambleden Wing, Denmark Hill | |