

## Council of Governors (in Public)

### Item 5

### minutes

**Tuesday 18<sup>th</sup> September 2018**

**1.00pm**

**LHCH Conference Room**

#### **Present:**

Neil Large  
Mark Allen  
Lynne Addison  
John Black  
Peter Brandon  
Dorothy Burgess  
Charles Cowburn

Lynn Trayer Dowell  
Elaine Holme  
Vera Hornby  
Dorothy Price

Ruth Rogers  
Trevor Wooding

Chairman  
Public Governor - Merseyside  
Public Governor – Rest of England and Wales  
Public Governor - Merseyside  
Public Governor - Cheshire  
Public Governor – Merseyside  
Staff Governor – Registered and Non Registered Nurses (from Item 6)  
Staff Governor – Registered and Non Registered Nurses  
Public Governor - Merseyside  
Public Governor – Merseyside  
Staff Governor – Allied Health Professionals, Technical and Scientific  
Public Governor - Merseyside  
Senior Governor/Public Governor – Merseyside

#### **In attendance:**

Joan Burgen  
Gill Donnelly  
Jennie Dowd  
Nick Brooks  
Mark Jackson  
Lucy Lavan  
Ken Morris  
Sue Pemberton  
Marion Savill  
Jane Tomkinson  
Jo Twist  
Tony Wilding  
Claire Wilson  
Dr.Jay Wright

Public Member – North Wales  
Membership and Communications Officer (Minutes)  
Transformation Project Manager  
Non Executive Director  
Director of Research & Innovation  
Director of Corporate Affairs  
Non Executive Director  
Director of Nursing & Quality  
Non Executive Director/Senior Independent Director  
Chief Executive  
Director of Workforce Development  
Director of Strategic Partnerships & Chief Operating Officer  
Chief Finance Officer  
Consultant Cardiologist/Clinical Lead for Research (Item 3 only)

#### **Apologies for absence:**

Ken Blasbery	Public Governor - Cheshire
Cllr Sharon Connor	Nominated Governor – Liverpool City Council
Glenda Corkish	Nominated Governor – Friends of Robert Owen House
Amanda Clarke	Public Governor – North Wales
Kerry Fitzpatrick	Staff Governor – Registered and Non Registered Nurses
Sharon Hindley	Staff Governor – Non Clinical
Ian Jones	Nominated Governor – LJMU
Caroline McCann	Staff Governor – Registered Medical Practitioners
Allan Pemberton	Public Governor – Cheshire
Ron Smith	Public Governor – North Wales
Alexandra Thompson	Staff Governor – Non Clinical
Dusty Rhodes	Public Governor – North Wales

### 1. **Apologies for absence**

Noted above.

### 2. **Patient Story**

The Director of Nursing & Quality shared a patient story with the Council of Governors. This highlighted the positive experience received by a patient from the start of his journey at his outpatient appointment through to discharge following a quadruple bypass operation. The patient had spoken highly about all aspects of his care including POCCU, Cedar Ward and Robert Owen House.

### 3. **Changes in Research**

Dr Jay Wright, Consultant Cardiologist & Clinical Lead - Research discussed changes recently undertaken in research at LHCH and outlined the plans for expansion with the planned launch of the Liverpool Centre for Cardiovascular Science on 28<sup>th</sup> September 2018. He emphasised that research at LHCH had come a long way and strong relationships had been formed with organisations such as with Royal Brompton and Imperial College London through partnership and establishment of the Institute of Cardiovascular Medicine and Science. Dr Wright explained that LHCH was recognised at international conferences and research studies such as HEAT PPCI had built a strong reputation for Liverpool Heart and Chest Hospital. The joint appointment of Professor Gregory Lip in partnership with the University of Liverpool, plans to collaborate with new centres and the possibility that British Heart Foundation would consider LHCH to become a new clinical research centre were highlighted.

Governors discussed this and it was noted that the Trust would be focusing on further enhancing its reputation in research and academia. Dr Wright, Consultant Cardiologist & Clinical Lead - Research highlighted in particular, a future research study that would be looking at the optimum way of treating patients with pacemakers.

The Chair thanked Dr Jay Wright for his attendance and update for the Council of Governors.

**4. Declaration of Interests Relating to Agenda Items**

The Chair asked the Council of Governors if they had any interests to declare in respect of items listed on the agenda. No interests were declared.

**5. Minutes of the Council of Governors (CoG) meeting held on 5<sup>th</sup> June 2018**

The minutes of the last meeting were noted and approved.

**6. Chair's Briefing**

Neil Large, Chairman welcomed Joan Burgen to the meeting who introduced herself as Public Governor – North Wales commencing at the end of the Combined General Meeting of the Council of Governors and Annual Members' Meeting 2018.

The Chair advised that the Trust had received notice from the Care quality Commission that it would be inspected in the coming weeks. The first stage was information and data gathering, after which the Trust would be advised when to expect the Well Led review. One or more core clinical services would be inspected and these inspections would be unannounced.

The Chair informed Governors that BBC Two's 'Hospital' programme would be filmed at Liverpool Heart and Chest Hospital along with other hospitals in Liverpool. Filming would commence in October over a seven week period and it was envisaged that the programme would be shown in January 2019.

It was highlighted by the Chairman that this would be the last meeting for Vera Hornby, Public Governor – Merseyside, Ken Blasbery, Public Governor- Cheshire, Alexandra Thompson, Staff Governor – Non Clinical and Amanda Clarke, Public Governor – North Wales. The Chair recorded his thanks to all for their time and commitment to the Council of Governors and paid particular tribute to Vera Hornby and Ken Blasbery as both had completed the maximum term of 9 years in office.

**7. Strategy and Service Improvement**

**7.1 Cheshire & Merseyside Health & Care Partnership Update:**

Jane Tomkinson, Chief Executive Officer highlighted that the Cheshire and Merseyside Cardiovascular Disease Programme had been running for two years now and had been extremely successful in terms of engaging key clinicians in improvement work. The Chair noted that the biggest challenge with the improvement work now lay in the implementation and delivery phase.

The Council of Governors noted the update.

**7.2 Liverpool**

- **Merger**

Jane Tomkinson, Chief Executive Officer noted that plans for the Royal Liverpool and Aintree Hospitals merger continued to progress.

- **Provider Alliance**

Jane Tomkinson, CEO provided an update on the Provider Alliance which brought together providers and primary care to discuss and move forward the new NHS Landscape. The focus was now on primary care and how to make quick wins to ensure improvements. Discussions had covered CVD and Respiratory pathways and considered how the quality of housing and living in damp conditions could increase the likelihood of suffering respiratory conditions.

- **Specialist Trusts Working Together**

Neil Large, Chairman explained that the Trust was currently exploring collaborative working with other specialist trusts in Liverpool to work on clinical pathways and other joint working that may be mutually beneficial.

- **Liverpool Centre for Cardiovascular Science**

Dr Mark Jackson, Director of Research and Innovation referred to the Liverpool Centre for Cardiovascular Science highlighted earlier in the meeting by Dr Jay Wright, Consultant Cardiologist/Clinical Lead - Research. It was explained that the centre was provided a new focus to deliver a clear vision and strategy for cardiovascular research and that the University of Liverpool now had a strong desire to develop CVD as a strategic priority. In addition there was strong intent to collaborate from Liverpool John Moores University. He noted that Professor Gregory Lip would commence his role in February 2019 and the Research Laboratory had been expanded for this purpose.

It was confirmed that the official launch would be on 28<sup>th</sup> September 2018 with special guests, the former Liverpool FC Manager, Gerard Houllier and the Mayor of Liverpool. Dorothy Burgess, Public Governor – Merseyside asked if there would be media interest at the event and it was confirmed that press and media had been invited to cover the launch and it was hoped there would be significant coverage.

The Council of Governors noted the updates on Liverpool.

### **7.3 Congenital Heart Disease: Update on Transition to Liverpool**

Tony Wilding, Director of Strategic Partnerships & Chief Operating Officer explained that the process of transitioning the CHD Service over to Liverpool had been on-going for a number of years. The new Liverpool CHD Partnership delivered the service for patients from screening/pre pregnancy for a whole lifetime. The team had been appointed and continued to grow. The service went live for medical patients on 4<sup>th</sup> September 2018 and would see its first surgical patients in October 2018.

The Council of Governors noted the service update. Neil Large, Chairman thanked Tony Wilding for his leadership of such a complex service change.

### **7.4 2019/20 Planning Round and CoG Involvement**

Claire Wilson, Chief Finance Officer highlighted that the Trust was currently awaiting publication of guidance of the new planning regime which was expected in December 2018. It was explained there would be a session to engage governors with the planning process prior to the Council of Governors meeting on 11th December 2018. It is envisaged that the Trust would be

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required to submit the LHCH annual plan in February/March 2019 and work with partners to submit a system –wide five year plan.

The Chair thanked the Chief Finance Officer for the update, which had been noted by the Council of Governors.

## **8. Performance and Operations**

### **8.1 Strategic & Performance Dashboard Period ended 31.07.18**

Tony Wilding, Chief Operating Officer summarised the strategic performance report and noted that the 6 week diagnostic target continued to be an on-going pressure for the Trust. A capital project was currently underway and on track to purchase new CT and MR scanners and associated building work which would increase capacity and enable the Trust to meet mandated targets by 2019/20.

The Council of Governors noted the contents of the report.

### **8.2 Finance Report Period Ended 30.6.18**

The Chief Finance Officer presented the financial position for year to date ending 30<sup>th</sup> June 2018 and highlighted that the position was as expected although slightly over plan for income. The Cost Improvement Programme (CIP) position was currently improving.

There was a discussion with governors who asked if the expectation was to be on plan at end of financial year. Claire Wilson, Chief Finance Officer confirmed she was confident that the financial plan would be delivered, aside from the continued risk to the income plan in relation to recognition of HRG4+ by NHS Wales.

The Council of Governors noted the contents of the report.

### **8.3 Patient & Family Support Team Activity Report 2018-19**

The Director of Nursing & Quality presented the Patient & Family Support Team Activity Report for the period and confirmed there had been 9 formal complaints in the quarter. Sue Pemberton expressed her thanks to the Patient and Family Support team for their exceptional work in proactively supporting patients and families.

The Council of Governors received and noted the report.

## **9. Corporate Governance Manual**

Lucy Lavan, Director of Corporate Affairs presented Section D of the Corporate Governance Manual for ratification. It was explained that Mersey Internal Audit Agency (MIAA) had supported the Trust in the annual review of the Corporate Governance Manual in order to provide assurance that it was comprehensive and consistent with best practice. It was noted that following review and recommendation by the Audit Committee, the manual was approved by the Board of Directors on the 4<sup>th</sup> September 2018. Section D contained the policies and procedures that related to the Council of

Governors. Lucy Lavan, Director of Corporate Affairs highlighted the key changes made to this section.

The Council of Governors ratified the adoption of the Updated Manual (Section D).

## **10. Governor Issues**

### **10.1 CoG Objectives 2018: Progress Report**

Lucy Lavan, Director of Corporate Affairs presented the progress report on the Council of Governors objectives. She noted that the Joint Council of Governors and Board of Directors Development Day on 30<sup>th</sup> October would provide opportunity to consider progress for the 2018 objectives and consider the objectives for 2019.

The Council of Governors received and noted the report.

### **10.2 Governor Elections 2018: Final Report of Voting**

Gill Donnelly, Membership and Communications Officer presented the final report of voting for the recent governor elections. It was noted that all eight vacancies had been filled and the voting turnout for the Merseyside election had been higher than the national average. There had been seven candidates for the one vacancy in this area.

The Council of Governors noted the report.

### **10.3 Membership and Communications Sub Committee**

Trevor Wooding, Public Governor – Merseyside and Deputy Chair of the sub-committee summarised the hot topics report from the Membership and Communications Sub Committee meeting held on 16<sup>th</sup> July 2018. It was noted that as Amanda Clarke's term of office as a governor is due to end at the Combined General Meeting of Council of Governors' and Annual Members' Meeting a new Chair of the sub-committee needs to be appointed.

The Council of Governors approved the recommendation made by the sub-committee to appoint Ruth Rogers, Public Governor – Merseyside as Chair and Elaine Holme, Public Governor-Merseyside as Deputy Chair of the sub-committee.

### **10.4 Staff Governors Meeting**

Nothing to note.

### **10.5 Feedback from Governor Walkabouts**

Neil Large, Chairman explained there had been no walkabouts today due to the Combined General Meeting of Council of Governors' and Annual Members' Meeting which would be held later today.

### **10.6 Interest Groups/External Events**

It was noted that Trevor Wooding, Senior Governor, Ruth Rogers, Public Governor – Merseyside and Vera Hornby, Public Governor – Merseyside had attended the Disability Awareness Day event in Walton Hall Gardens. The day had been successful with over 50 new members recruited.

## **11. Board of Directors**

### **11.1 Report from the Audit Committee**

Ken Morris, Non Executive Director presented the report from the Audit Committee and advised that work to the annual plan is

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progressing and on track. The Annual Audit Letter would be presented to the Combined General Meeting of Council of Governors' and Annual Members' Meeting although all aspects were positive.

Ken Morris, Non Executive Director provided assurance that MIAA had attended the Audit Committee and had been satisfied with the way the committee operated.

The Council of Governors received the report.

### **11.2 Report from the Quality Committee**

Nick Brooks, Non Executive Director provided an update from the Quality Committee. He explained an independent review undertaken to assure the Board of quality governance in terms of safety and quality in patient care and identification of priorities and risks. The challenges around achieving the Primary PCI (120 mins) internal target was discussed.

Nick Brooks commended the work of the ambulance service in their essential contribution to enable delivery of the Primary PCI Service. Ruth Rogers, Public Governor - Merseyside declared an interest in the ambulance service.

It was also noted that the Quality Report for 2017/18 had been published on the LHCH website. The Council of Governors received the report.

### **11.3 NED Walkabouts**

Marion Savill, Non Executive Director and Senior Independent Director explained that Non Executive Directors have an objective to visit all Trust wards and departments at least once a year. It was stated that this has helped to build an understanding of what is currently happening on the front line. It was noted that feedback from walkabouts had been that the Executive Team had a high visibility in staff areas. It was also highlighted that Marion Savill is the Non Executive with Freedom to Speak Up (FTSU) responsibility.

The Council of Governors received the update.

## **12. Action Log**

Action 1 – open - for discussion at joint development day (30<sup>th</sup> October 2018)  
Action 2 – open pending inspection date  
Action 3 – completed and closed  
Action 4 – completed and closed

## **13. Date and Time of Next Meeting:**

Tuesday 11th December 2018 at 1.00 pm in the LHCH Conference Room.



