

**Full Council of Governors Meeting
Wednesday 6 May 2015, 2.00 pm
Broadoak Hotel, Ashton Under Lyne**

Present

John Schofield	Chairman
Clive Brown	Public Governor, Bury
William Uttley	Public Governor, Heywood, Middleton & Rochdale
John Starkey	Public Governor, Oldham
Norma Bewley	Public Governor, Oldham
Brian Beedham	Public Governor, Oldham
Mary Foden	Public Governor, Stockport
Paul Carter	Public Governor, Stockport
Linda McGrath	Public Governor, Stockport
Geoff Lucas	Public Governor, Stockport
John Reddy	Public Governor, Tameside & Glossop
Steve Moss	Public Governor, Tameside & Glossop
Michael Armstrong	Public Governor, Trafford
Joanne Allcock	Staff Governor, Allied Health Professionals
Kirsty Ogden	Staff Governor, Corporate and Support
Lynzi Shepherd	Staff Governor, Corporate & Support
Liz McCoy	Staff Governor, Social Care
Graham Foulkes	Appointed Governor, Oldham CCG
June Somekh	Appointed Governor, Stockport MBC

In Attendance:

Robert Ainsworth (Non-Executive Director), Louise Bishop (Trust Secretary), David Kay (Assistant Director of Finance), Professor Paula Ormandy (Non-Executive Director), Gill Bailey (Assistant Trust Secretary), Donna Wrigley (Secretary to the Council of Governors), Dom Healey (Membership,

Apologies:

Michael McCourt (Chief Executive), Joan Beresford (Non-Executive Director), Pauline Barnett (Public Governor, Rest of England), Dr S Lal (Public Governor, Bury), Gill Dascombe (Staff Governor, AHP), Dawn Hobson (Staff Governor, Nursing), Irving Normie (Public Governor, Trafford), Dr My (Staff Governor, Medical and Dental) Cllr. Peter Joinson (Appointed Governor, Rochdale MBC), Dr Chris Tower (Appointed Governor, Trafford CCG), Jan Trainor (Staff Governor, HSC), Dawn Edge (Non-Executive Director), Tony Berry (Non-Executive Director), Karen Hurley (Appointed Governor, HMR CCG), Judy Williams (Public Governor, Trafford), Ed Barber (Public Governor, Tameside & Glossop), Ryan Cowan (Public Governor, Heywood, Middleton & Rochdale), Pat Knight (Public Governor, Heywood, Middleton & Rochdale), Margaret Stoneman (Public Governor, Heywood, Middleton & Rochdale), Ann Mullins (Public Governor, Trafford), Beryl Whiteley (Public Governor, Oldham)

1. Apologies for absence

Mr Schofield (Chairman) notified the group of apologies received for the Meeting and advised that Mr Walker (Director of Operations) was in attendance to present the Chief Executive report in the absence of Mr McCourt (Chief Executive).

2. Declarations of Interest

Mr Schofield advised that this was a standing item on the agenda and required that, where a member of the Council of Governors had an interest in any agenda item scheduled for discussion, they would declare it at the beginning of the meeting and withdraw from the discussion on that item.

Mr Schofield, Mr Ainsworth (Non-Executive Director) and Ms Ormandy (Non-Executive Director), declared their interest against agenda item 7.3. Mr Schofield also declared an interest against agenda item 7.4. When these items were raised those with an interest would leave the meeting.

Mr Schofield introduced Ms Ormandy who provided some background information on her work experience.

3. Minutes of the previous meeting/Action Plan

Mr Schofield presented the minutes of the previous meeting for approval and advised that any matters arising and actions would also be addressed at this point.

Referring to the action sheet in relation to the external audit recommendations, Ms Bishop (Trust Secretary) reminded the committee that the Governors had picked up on 4 issues, 3 of which related to finance and feedback had been relayed at the last meeting about how these issues were being addressed. Unfortunately at the time of the last meeting feedback on the 4th issue, relating to payroll and HR records, had not been received. Since then an email had been received to say the two records not transferred had been as a result of a one-off incident. We had since changed payroll providers and provided feedback on the incident to ensure learning had been implemented.

Referring to the Code of Conduct which had been approved at the last meeting, Mr Schofield advised that there were still outstanding forms to be signed and returned. The Trust's Constitution stated that failure to do so could render Governors eligible for disqualification. Mr Schofield informed he would chase any outstanding returns and added that if Governors failed to sign the Code of Conduct they would be asked to resign as they would be in breach of the Constitution.

Action: DW to collate signed Code of Conduct forms

Mr Schofield referred to the issue around the lack of Mental Health representatives in attendance at the Local Constituency Meetings. Mr Schofield highlighted the fact that, unlike the community boroughs where there was a clear Service Director, Mental Health leads covered a number of boroughs and it was sometimes difficult to be at all meetings. It was noted that the Trust would look at resolving some of these issues.

Mr Walker advised that a very informative meeting had taken place with the Stockport Governors just prior to this meeting. He added that they were looking at strengthening engagement and the link with Governors. Claire Carson (Inpatient Services Manager) and Ms Bishop were scheduled to meet to look at how engagement could be improved.

Mr Schofield advised that all other actions were complete.

The Council of Governors approved the minutes of the last meeting as a true record.

4. Council of Governor Activity Report

Mr Schofield presented the Governors' activity report for the period of January 2015 to March 2015 for information and requested that Governors forward any anomalies to Ms Wrigley outside of the full meeting. The list was extensive and Mr Schofield praised the Governors for their involvement.

Mr Starkey (Public Governor, Oldham) referred to the activity relating to Haydock Park which Mr Armstrong (Public Governor, Trafford) attended. Mr Armstrong advised that this was a MIAA event: Learning about Human Factors - The role of FT Governor and provided some background and feedback to the event.

Mr Lucas referred to the activity relating to the Reconfiguration of Henry Square which Mr Starkey attended. Mr Schofield advised that the Trust had recently purchased the facility which provided the Trust with freedom to look at how this building could be used for other clinical staff and community groups. The group would look at what services could be based at Trust and other possible uses.

5. Chairman's and Non-Executive Director Activity Report

Mr Schofield presented the Non-Executive Director activity report for the period 12 December 2014 to 16 April 2015 for information.

Mr Starkey referred to the meeting on 13 January 2015, a Board to Board meeting attended by representatives from Stockport MBC, CCG, FT and Pennine Care, and queried whether the outcome of this meeting was shared with the Governors. Mr Schofield advised that this was a part of the 'Stockport Together' project where work was underway to address the financial gap in the borough over the next 5 years and how partners could work together to cut waste and increase efficiency. Mr Walker advised that it would be helpful to have Governor Involvement at the correct time; however they had not yet got to a stage where it was felt they would accurately represent the public's point of view. Ms Somekh (Appointed Governor, Stockport MBC) advised that she could speak with the local authorities' representatives and Mr Schofield agreed to forward details.

Action: Mr Schofield to identify and forward representatives to Ms Somekh
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Mr Starkey referred to the meeting on 12 February 2015 with PwC regarding Clinical Workplace Challenges and queried whether this was national or Pennine Care project. Ms Bishop advised that this was a national piece of work that PwC had completed on behalf of Monitor. They had met with different groups of staff and Board members to get Pennine Care's perspective of workforce challenges as part of the project covering all trusts.

Mrs Foden (Public Governor, Stockport) referred to a meeting on 12 February 2015 and enquired whether there was an update on the devolution Manchester, or "devo Manc" project. Mr Schofield advised that it had been announced that GM devolution was taking place in April this year and they were expected to lay out plans ahead of implementation in April 2016. On a positive note, Mr Schofield advised that there were a range of representatives from Health and Social Care, Local Authorities, Acute Hospitals and Pennine Care who were working together in partnership to improve the outcomes of people in Manchester. It was noted that Mr McCourt was the Chair of the provider arm.

Mr Schofield referred to the 'Triangle of Care' for inpatient services and advised that this was now mature and had also moved to Community mental health. He explained that groups were coming together and carer's voices were being heard. Mr Schofield added that these groups were always looking for carer representatives and asked Governors to refer any members who were interested in being involved.

The Council of Governors noted the report.

6. Chief Executive Report

6.1 Chief Executive Update

Mr Walker advised that parts of the report had already been discussed and referred to the following highlights from the report.

With the SDS and CIP plans delivered in 2014/15 and the 2015/16 plans largely in place, attention was now focused on the 2016/17 plans. The Trust was committed to developing longer term plans through significant engagement and co-production. Mr Walker advised that there had been a big event 'Search' of which the outcome was a clear steer around the current strategy the Trust had with the 'whole person care' and 'delivering care in neighbourhoods by default' was the best way forward.

Mr Walker advised that there were a number of other key work streams currently around the use of technology and maximising that use. He added that alongside the SDS a significant piece of work was taking place to ensure we had a better understanding of quality and value for money that could be invested into services. Key priorities were to develop services in the right way alongside partners, using engagement to support the work the Trust was doing.

Mr Walker highlighted the plans to establish a Programme Management Office and advised that this involved a large amount of meetings to put something in place to ensure communication was better when making plans and to ensure that these plans do not impede one another.

Mr Walker advised that a Technology Steering Group had been set up to look at Paris and was chaired by Mr McCourt. A sub group chaired by Mr Walker was in place to look at the project from an operational point of view. It had been recognised that the implementation of Paris was larger than had initially been envisaged and the scope of the roll out had been scaled back.

Mr Walker referred to provider integration in Trafford and advised that over the next 12 months the Trust would be working with partners in Trafford and hoped to have a contractual shadow agreement that pulled together the majority of secondary care community services and social care into one managed entity. A significant piece of work was taking place as to how this could happen. Meetings were taking place to look at how the structure would convalesce to reach that vision in Trafford.

Meetings had taken place with Dr Ticehurst discussing CQC plans for inspections, with an emphasis on the importance of meeting standards routinely not just for CQC visits.

Mr Walker highlighted the Health Economic modelling work with Frontier Economics which continued and informed of workshops that had taken place to develop the model. Mr McCourt had identified that Frontier Economics were a good partner to work with and they came with credibility.

Given the close working with Tameside General Hospital, Mr Walker advised that Mr McCourt had met recently with Karen James (Chief Executive) and Paul Connellan (Chairman) to discuss strategies for more integrated care. It was reported to be a very positive meeting.

Follow up discussions with Bury CCG had taken place following the Bury community transformation plans submitted to the CCG. Whilst challenges had been positively received and reflected the hard work, the team had put work into developing a more acceptable range of options for service plans for commissioners.

Mr Starkey referred to the retirement of Dr Bernie Larkin (Consultant) and expressed thanks to Dr Larkin on behalf of the Council of Governors for her contribution as a Staff Governor and her work across the Trust.

Mr Uttley (Public Governor, HMR) referred to the HMR tender which had been submitted and queried why this had not progressed. Mr Walker advised that the Trust had submitted 2 lots: Integrated Teams and Integrated Care. The outcome of lot 2, Integrated Teams, was currently embargoed by commissioners. Mr Walker advised that he had received an email today from the Lead Director of HMR CCG stating that he hoped the embargo would be lifted within the next 24 hours, thus allowing communications regarding the outcome of lot 2. In relation to lot 1, the commissioners decided not to progress therefore no companies were interviewed. Commissioners were considering alternatives and the Trust has been in discussion with them. Pennine Care continued to provide the contract for the foreseeable future and at least until the end of financial year. Mr Uttley expressed his dismay regarding the lack of knowledge as to what was going on, not being informed of processes and not being invited to take part, adding that HMR Governors had felt excluded. Mr Walker felt that this was not deliberate and asked to meet outside of the meeting to get some feedback and hope to learn and remedy as this was not the way we were trying to work.

Action: Mr Walker to meet Mr Uttley outside the meeting.

The Council of Governors received the report.

6.1 Monitor Quarterly Feedback Report: Q3

Mr McCourt provided a verbal briefing to the Council of Governors on the Monitor Quarter 3 2013/14 submission and highlighted the following:

- Board Skills
- Membership Update
- Communication with Council of Governors of the Trust
- Development sessions delivered to the Council of Governors
- Sub Groups of the Council of Governors
- Appointment and Remuneration
- Other Involvement
- Meetings and Working Groups:
 - Attendance at Board of Directors and Audit Committee
 - Governor Events
 - Service Visits

The Council of Governors noted the report.

6.3 Governors Questions

Mr Starkey advised of a Transformation event involving service users/carers taking place on 20 and 21 May, informing that unfortunately the number of Governors booked in to attend was not good. Mr Starkey felt this was an important event and if any Governors could attend they were asked to please confirm. Mr Schofield reiterated this and advised that it was an important day and the Trust would be welcoming comments regarding the redevelopment of services.

Mr Starkey highlighted how informative the development session regarding the role of the Non-Executive Directors was and requested something similar for the new Governors. Mr Ainsworth agreed to this and Ms Bishop advised that work was underway to review the content and structure of the induction sessions via the Training and Induction Task and Finish Group.

Mr Starkey referred to the Governors activity dashboard and noted that there was a considerable amount of repetitive information within the papers at today's meeting, and asked if there was a way of cutting this down. Ms Bishop agreed and advised that this had been recognised while producing the annual plan. LB informed that a streamlining piece of work aimed at keeping all activities logged in one place was currently underway.

Mr Starkey referred to the preparation for cost improvement plans and enquired as to whether Governors could have input as early as possible. Mr Schofield agreed and referred to the event already mentioned taking place on 20 / 21 May which was the start of the planning of the redesign process. Mr Starkey questioned if there was anything Governors could do to contribute to savings. Mr Schofield advised that a task and finish group had been set up to reduce the spending of Pennine Post circulation and to look at ways we could get more members signed up to receive electronic communications. Mr Starkey asked how the Trust could involve service users and carers more and Mr Schofield advised that there was a Service User and Carer Forum in place, however there were still people who did not connect with these forums and agreed to look at developing this more.

Mr Moss (Public Governor, Tameside & Glossop) referred to the two main roles of the Governor and highlighted that the majority of the current role was holding the Board to account and very little was engagement. Mr Schofield advised that this had moved slightly into local management teams and trying to get Governors connected with local discussions. Mr Schofield agreed that public engagement had not moved and advised that Mr Walker had made a commitment to work more closely with the Governors and to look at how services could use Governors more cohesively going forward.

Mr Starkey referred to the elections this year and asked if the Trust and Governors could make use of those people who were unsuccessful but had a genuine interest, e.g. having them assist with engagement. Ms Bishop advised that there was an article in this issue of Pennine Post on behalf of the Governors based on work that Mr Brown (Public Governor, Bury) and the management team had started. A letter had gone out to those members with email addresses and a small number were interested. The letter had been adapted for inclusion in the Pennine Post to appeal to all members. Ms Bishop also agreed that members who have expressed an interest in becoming Governors should continue to be involved and confirmed that the Trust would contact them once the elections were over.

Mr Starkey referred to an article in the press around patients having to travel a long distance to receive treatment out of area. He also referred to the security services the NHS used and asked what was happening in Pennine Care regarding out of area treatment and whether the Trust used security firms to restrain patients. Mr Walker advised that the Trust did not employ security personnel to work in inpatient departments. Occasionally healthcare workers would take on the role of security nurse, who were members of the nursing team that had a

particular function in keeping the area safe and secure etc. Further to this, on some general hospital sites there were security personnel employed and for some incidents security might be contacted by the Switchboard if they were on site and would respond as the Trust would on medical wards. Pennine Care did not legislate that they get involved in restraint but security did have their own duty of care in their own role.

In relation to receiving treatment out of area, Mr Walker advised that Pennine Care did have areas where out of areas were more problematic than others and it would depend on the condition. In mental health the Trust was a lot better than it used to be in keeping patients in their own areas, however there were some sections which were problematic. For example, there were a small but meaningful number of females accessing specialist psychiatric services that may have to go out of area as Pennine Care were not paid to provide this service. Mr Walker assured the meeting that the Trust was currently working with commissioners on this matter. Mr Walker also added that those with crisis learning difficulties might also have to go further from home and there was a piece of work taking place in Greater Manchester to resolve this.

Mr Uttley advised that he had accompanied a Non-Executive Director on a visit to Prospect Place and highlighted that he had not seen any figures as to the success rate of these patients in low secure units. Mr Walker advised that service users had a two year pathway and most of them completed this in the two years. Mr Walker stated he would request the manager to send over the information.

Action: Mr Walker to forward information to Mr Uttley
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7. Appointment and Remuneration Committee

7.1 Additional Appointment and Remuneration Committee on 31 March 2015

Mr Schofield presented the minutes of the Additional Appointment and Remuneration Committee which met on 31 March 2015.

The Council of Governors noted the minutes of the meeting.

7.2 Appointment and Remuneration Committee on 9 April

Mr Schofield presented the minutes of the Additional Appointment and Remuneration Committee which met on 9 April 2015.

The Council of Governors noted the minutes of the meeting.

7.3 NED Remuneration

At this point Mr Schofield, Mr Ainsworth and Ms Ormandy left the room. Ms Bishop took over as Chair at this point.

Ms Bishop provided some background context to the two Appointment and Remuneration Committees which took place this year. Last year there had been some unusual circumstances in the annual review where the recommendation from the formal sub-committee was overturned by the Council of Governors.

Last year some Governors felt that because they were unable to participate in some of the meetings it appeared they had been excluded from the process. To avoid the same this year

there had been an additional Appointment and Remuneration Committee meeting and information had been circulated to all Governors in advance.

In 2014, the Governors undertook a detailed review of NED remuneration, considering national and local benchmarking information and a report from the Chief Executive on developments within the organisation that had seen significant change over recent years.

Following much discussion and debate, the Governors approved the following proposals for the year 1 April 2014 to 31 March 2015:

	14 Remuneration	15 Remuneration
Chairman	£46,132	£46,500
*Vice Chair (SID/Audit Committee Chair	£16,402	£18,000
*Non-Executive Director	£12,301	£15,000

*For these posts, the Governors asked for the uplift to be paid in equal instalments over three years, therefore for the period 1 April 2014 to 31 March 2015, the posts would be paid **£16,935** and **£13,201** respectively.

At the Council of Governors Appointment and Remuneration Committee on 9 April 2015, the Committee agreed to recommend that a 1% uplift be applied to the NEDs' remuneration, as follows:

Post	2014/15	2nd instalment of 14/15 agreement	1% uplift for 14/15	2015/16 from 1.4.15
Chairman	£46,500	N/A	£465	£46,965
*Vice Chair (SID/Audit Committee Chair	£16,935	£17,467	£175	£17,642
*Non-Executive Director	£13,201	£14,101	£141	£14,242

Ms Bishop asked the Council of Governors to formally approve the above recommendation made by the Committee.

The Council of Governors approved the recommendation

7.4 Chairman's Annual Appraisal

Mr Ainsworth advised that Governors had agreed at the Appointment and Remuneration Committee held on 8 April 2015 to the recommendation of the Chairman's appraisal submitted to the full Council of Governors.

Mr Ainsworth advised that the Chairman's objections had been circulated to all Governors in advance and gave an overview of the appraisals systems within the Trust for both staff and NEDs.

Mr Ainsworth presented the Chairman's appraisal 2015: summary of responses, put together by Ms Bishop, and advised that the return from Governors had been better than last year, up from 42% to 47%. The questionnaire was sent out to all Governors in post at the time.

Mr Ainsworth continued with the Chairman's Appraisal 2015: Governors' questionnaire. Respondents were invited to add comments in support of their views in the box provided using one response from the following scale for each statement:

- 1 = Don't know/Not Relevant
- 2 = Disagree
- 3 = Neither disagree nor agree
- 4 = Agree

Mr Ainsworth went through the report and added that the responses from the Governors were overwhelmingly positive – out of 240 individual question replies, only 6 were disagreements. Mr Ainsworth provided the Governors with a verbal report of the exceptions and additional comments and advised that some comments were linked to the Chairman's objectives.

Mr Ainsworth then presented the Chairman's appraisal 2015: Board of Directors questionnaire which had been completed by the EDs and NEDs. The response rate was reported as 80% in comparison with 75% in the previous year. Mr Ainsworth reminded the Council that there were 3 new NEDs and EDs who were providing their first responses to this questionnaire.

Mr Ainsworth went through the report and added that the responses from the EDs and NEDs were again overwhelmingly positive – out of 168 individual question replies, only 4 were disagreements and 10 neither disagreements nor agreements. Mr Ainsworth provided the Governors with a verbal report of the exceptions and additional comments and advised that he had met with the CEO, the EDs and the NEDs to gain more background to the comments.

Mr Ainsworth stated that at the end of the appraisal he felt the Chairman's performance was fully satisfactory and that he demonstrated the range of skills and qualities required as Chairman of the Trust. Mr Ainsworth provided answers to a range of questions and asked the Governors to approve the appraisals.

The Council of Governors noted the report.

8. Appointment of External Auditors

Mr Starkey reported that the Governors had approved the appointment of Price Waterhouse Coopers (PwC) as the Trust's External Auditors in 2012 for a period of 3 years with the option to extend the contract by a further two year. The Trust felt it would be beneficial to look at re-tendering the contract rather than simply extending the existing contract.

A working group was set up that Mr Berry (Non-Executive Director/Chair of Audit Committee) chaired. In attendance was Mr Kay (Assistant Director), Ms Rice (Head of Procurement), Mr Starkey, Brian Beedham (Public Governor, Oldham) and Lynzi Shepherd (Staff Governor, Corporate and Support). Also in attendance were Ms Bishop and Ms Wrigley to provide support to the group.

The group had a choice of different processes they could follow, however chose the process which provided a greater number of potential applicants, both large and smaller organisations.

The procurement process selected was competition under the Crown Commercial Services (CCS) framework - Consultancy ONE RM1502, Lot 5.4. The framework Terms and

Conditions would apply to all work conducted by the successful supplier in relation to the award of this contract.

Nine firms were invited to provide a quote via the CCS portal however only 2 companies provided quotes which were Price Waterhouse Coopers (incumbent Auditors) and Grant Thornton.

Both Price Waterhouse Coopers and Grant Thornton formed the shortlist (therefore meeting the minimum requirement of at least two appointable candidates).

Mr Starkey presented the process as to which the tender was scored, highlighted that Grant Thornton had provided the most value for money overall and further advised of positives and negatives of both companies.

Mr Starkey advised that the Audit working group recommended that Grant Thornton UK LLP were appointed as Pennine Care's External Auditors for a period of 3 years from 1 June 2015 with an option to extend for a further 1 or 2 years, and asked the Council of Governors to make this decision which was one of its statutory obligations.

No objections were made.

Mr Starkey thanked the Council of Governors for approving this appointment and advised that the Trust must now set out this process in full in the annual report.

The Council of Governors approved the appointment.

9. Strategy and Development Committee

Mr Armstrong presented the briefing note from the Strategy and Development Committee held on 14 April 2015. The function of this committee was to receive updates and assurance on issues of service delivery and the strategic plans of the Trust.

Five of the boroughs were represented by eight Public Governors and one Staff Governor present and the meeting was chaired by the Chairman, John Schofield.

Julie Taylor (Head of Business Planning) and Adam McClure (Business Planning Manager) attended to provide a presentation on the transformation programme and an update on SDS development and engagement work and new business.

Laura Rooney (Communications Manager) presented the Communications Activity Report for Q3 October to December 2014.

Jiten Patel (Head of ICT and Modernisation) presented an update on Paris and distributed copies of the deployment structure.

Richard Walker (Director of Estates) presented the capital investment plan.

Presenters answered to a range of questions raised by the Governors at the meeting.

10. Performance and Assurance Committee

Mr Starkey presented the briefing note from the Performance and Assurance Committee held on Thursday 12 March 2015.

The function of the committee was to seek assurance that the Trust was meeting appropriate standards of healthcare. Governors received papers for the meeting beforehand.

5 of the boroughs were represented by the 6 Public Governors and 2 Staff Governors present and the meeting was chaired by the Chairman, John Schofield.

Mr Schofield had provided the Committee with an update on the quarterly submission report to Monitor. It was pleasing to note there were no issues.

Phil Cheetham (Information and Business Planning Programme Lead) presented the Quarterly Performance and Information Board report and provided assurance on progress being made across a range of statutory and internal measures.

Andrea Morris (Lead for Integrated Governance - Community Services) presented the quality governance report for mental health and community health services for Q3 2014/15. Andrea provided feedback on Patient Feedback, Friends and Family Test, Incidents and Lessons Learned for both mental health and community services and then provided responses to a number of questions that Governors had posed prior to the meeting.

Ian Trodden (Executive Director of Nursing and Healthcare Professionals) gave a verbal update at the meeting regarding the Keith Hurst Collection Tool and provided some background information into Safer Staffing, which was a national requirement to ensure we have the right staff with the right skills in the right workplace.

David Kay (Assistant Director of Finance) presented the January 2015 dashboard report providing Governors with a financial overview and answered questions posed by Governors.

Finally, Mr Schofield presented the Membership Analysis Report for November to January and presented a report on issues raised by Governors.

This meeting differed from other Performance and Assurance meetings as Governors did not hold a one-hour pre-meet, however Mr Starkey felt this did not impact on the quality of the meeting as Governors were provided with papers to consider before the meeting.

11. Council of Governors

11.1 Feedback from Local Constituency Meetings

11.1.1 Stockport

Mr Lucas advised that they had a comprehensive meeting with Mr Walker discussing the Stockport reconfigurations and the challenges ahead. A long agenda had been discussed at a previous meeting and Mr Lucas appreciated attendances from Dr Bradshaw.

11.1.2 Oldham

Mr Starkey reported that Oldham Governors met on 3 March 2015 where they had received a detailed presentation from Dan Lythgoe (Transformation Lead) around the Community Service Transformation Plan and Governors were invited to ask questions about the changes. At the end of the meeting detailed discussions were held.

11.1.3 Trafford

Mr Armstrong report that the Chairman was in attendance at the last meeting along with 15 representatives from the Trust and both Appointed Governors were present which was

pleasing. Governors received 2 presentations, one around the business plan and the other around the specialist community advanced care programme.

11.1.4 Heywood, Middleton and Rochdale

Mr Uttley reported that meetings were going well in HMR up to the end of July last year but due to Governors health issues representation had been reduced.

11.1.5 Tameside and Glossop

Mr Moss reported that Ron Lewis had resigned as a Public Governor for Tameside and Glossop. The planned meeting with Tameside General Hospital Governors had been cancelled; however Mr Moss noted that Pennine Care Governors were still interested in meeting up with them. No staff members had been in attendance at meetings since February 2015.

Governors had received a request from a member who had used the services in Tameside Hospital and had reported some issues to Governors. Mr Moss met with the Service Manager and Estates Manager and was pleased to report that all parties were supportive and reached a satisfactory resolution.

11.2 Update on Governor Elections

Ms Bishop provided the Council of Governors with an update of nominations received to date and reminded the Committee that after going through a tender process, the Independent Returning Officer chosen was UK-Engage.

Mrs Bishop advised that a schedule of pre-election roadshows had been arranged during March/April with good attendance. The deadline for nominations was 5 pm on Monday 11 May 2015 and results would be received on 29 June.

11.3 Task and Finish/Sub Groups Dashboard Reports

Schofield presented the Task and Finish/Sub Groups dashboard report and welcomed comments or queries from the Governors.

11.4 Attendance Dashboard Report

Mr Schofield presented the latest attendance report, reminding the group that this formed a standing agenda item and was therefore submitted to each meeting.

Mr Schofield noted that Governors were required to attend 3 out of 4 meetings, however noted that some of the Appointed Governors had not attended any. This was to be reviewed and letters would be sent out to those Governors. Mr Schofield advised that it was not a necessity to have Appointed Governors from CCGs and it might be that the constitution could be reviewed and these Governor posts removed, although it was noted that the Trust appreciated and recognised those Appointed Governors who did regularly attend meetings.

11.5 Assessment of CoG Performance

Mrs Bishop presented the Council of Governors Performance Assessment. The Monitor Code of Governance recommended that Governors undertook a periodic review of their collective performance; therefore an assessment tool was developed based on the Code's recommendations about how the Governors' various roles and responsibilities should be conducted. The recommendations were then worked through with the Governors during a development session, where evidence of compliance against Code provisions was discussed, which in turn generated a RAG rating and score.

The assessment at the end of 2013 resulted in an overall score of 89%, and when the exercise was repeated in 2015 the various actions taken had resulted in an increased score of 94%.

12. Other Reports

Mr Schofield advised that this was a standing item on the agenda and there were no other reports to discuss at today's meeting.

13. Any other Business

No other business was discussed.

14 Date and time of next meeting

The next meeting was scheduled to take place on Wednesday 5 August at 11am to 1 pm
The Hall, Honeywell Centre, Hadfield Street, Oldham, OL8 3BP.