

PLEASE NOTE VENUE AND TIME

ADULT AND COMMUNITY SERVICES AND HEALTH SCRUTINY FORUM AGENDA



Tuesday 27 February 2007

at 2.00 pm

**in the Community Room, Central Library,
York Road, Hartlepool**

**MEMBERS: ADULT AND COMMUNITY SERVICES AND HEALTH SCRUTINY
FORUM:**

Councillors Barker, Akers-Belcher, Brash, Fleet, Griffin, Lauderdale, Lilley, Rayner, Wistow, Worthy and Young.

Resident Representatives: Mary Green, Jean Kennedy and Joan Norman

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the Minutes of the meeting held on 16 January 2007 (*attached*)
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE, COMMITTEES OF THE COUNCIL OR NHS TRUSTS TO FINAL REPORTS OF THIS FORUM**

No items.

PLEASE NOTE VENUE AND TIME

5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS REFERRED VIA SCRUTINY CO-ORDINATING COMMITTEE

No items.

6. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY FRAMEWORK DOCUMENTS

No items.

7. ITEMS FOR DISCUSSION

- 7.1 Foundation Trust Status - Consultation by North Tees and Hartlepool Trust –
Scrutiny Support Officer

8. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

- i) **Date of Next Meeting: Tuesday 6 March 2007 commencing at 10.00 am at the Throston Grange Community Centre, Glamorgan Grove, Hartlepool**

ADULT AND COMMUNITY SERVICES AND HEALTH SCRUTINY FORUM

MINUTES

16 January 2007

The meeting commenced at 10.00 a.m. in Throston Grange Community Centre, Hartlepool

Present:

Councillor: Councillors: Stephen Akers-Belcher, Jonathan Brash, Mary Fleet, Sheila Griffin, Geoff Lilley, Pat Rayner, Gladys Worthy and David Young

Also Present:

Councillor Ray Waller, Portfolio Holder for Adult and Public Health

Officers: Nicola Bailey, Director of Adult and Community Services
Alan Dobby, Assistant Director (Support Services)
John Mennear, Assistant Director (Community Services)
Ewan Weir, Assistant Director (Commissioning)
Sajda Banaras, Scrutiny Support Officer
Denise Wimpenny, Principal Democratic Services Officer

85. Appointment of Chair

In the absence of the Chair and Vice-Chair, Councillor Jonathan Brash was appointed as Chair for this meeting only.

86. Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Caroline Barker, John Lauderdale and Gerald Wistow.

87. Declarations of interest by Members

None

88. Responses from the Council, the Executive or Committees of the Council to Final Reports of this Forum

None

89. Consideration of request for scrutiny reviews referred via Scrutiny Co-ordinating Committee

None

90. Adult and Community Services Department: Budget and Policy Framework Consultation Proposals 2007/2008 *(Scrutiny Support Officer)*

At Scrutiny Co-ordinating Committee on 27 October 2006 it was agreed that the Executive's Initial Budget and Policy Framework consultation proposals for 2007/08 be considered on a departmental basis by the appropriate scrutiny forum. The Director of Neighbourhood Services was in attendance at the last meeting of the Forum and presented the departmental pressures and priorities, grant terminations and proposed savings which were attached by way of appendix.

The comments/observations of each Forum were presented to Scrutiny Co-ordinating Committee on 17 November and were used to formulate the formal scrutiny response to Cabinet on 4 December 2006. Details of the comments/observations made by the Adult and Community Services and Health Scrutiny Forum were outlined in Appendix A to the report.

The comments/observations made by the Scrutiny Co-ordinating Committee were considered by Cabinet during the finalisation of its Budget and Policy Framework Proposals for 2007/08 on 18 December 2006. The Executive's finalised proposals were considered by the Scrutiny Co-ordinating Committee on 19 December 2006 and repeating the process previously implemented had again been referred to the appropriate Scrutiny Forum for consideration on a departmental basis.

The Scrutiny Support Officer referred Members to Appendices B to E of the report and sought comments and observations in relation to the Adult and Community Services and Health departmental pressures and priorities, grant terminations and proposed savings. Cabinet had not proposed any changes to the departmental grant terminations, pressures or priorities referred to Scrutiny in October. With regard to initial savings, Cabinet was now proposing to implement only the 3% items previously identified including the saving on the Homecare Service of £95,000 but not the £12,000 saving from freezing the Community Pool which the Forum had asked Cabinet to reconsider.

Cabinet considered the Forum's request to reconsider the proposed Homecare saving and had proposed that this measure should be implemented because the direction of travel for Adult Services included more use of direct payments, Telecare assistive technology and self directed care through individual budgets. The effective use of intermediate care had also meant the level of demand for home care was currently being managed and it was anticipated that the level of savings proposed would have minimal impact and could be achieved without redundancies. The situation, however, would be actively monitored.

Cabinet had also identified one-off proposals to be funded from the LPSA Reward Grant and capital resources, details of which were as follows:-

Proposals to be funded from LPSA Reward Grant

- (a) Allotment maintenance backlog £20,000
- (b) Headland paddling pool and adventure play area maintenance £8,000
- (c) Burn Valley drainage repairs £15,000
- (d) Carefirst upgrade to v6 web-based system £56,000
- (e) Outdoor play area maintenance and backlog £20,000

Proposals to be funded from Capital Resources

- (a) Refurbishment of Burbank Community Centre £120,000 and demolition of Bridge Community Centre £130,000
- (b) Demolition of Historic Quay toilets – cost not yet known
- (c) Demolition of Eldon Grove Sports Centre – cost not yet known

Proposed Closure of Eldon Grove Sports Centre

With regard to comments made by the Forum in relation to alternative uses for Eldon Grove Community Sports Centre, as outlined in Appendix A, Members were advised that staff were currently in the process of identifying alternative premises for all current users of the centre.

Members expressed concern that a number of existing users of the centre were not aware of the proposed closure or alternative premises available and highlighted a need to ensure that alternative venues for all existing users be secured in advance of the closure of the facility. In particular, Members requested that adequate time be allocated to reaching satisfactory agreements with neighbouring primary schools that used the facility.

Following further discussions in relation to the proposed closure, alternative uses of the building and how to accommodate users elsewhere, the Director of Adult and Community Services advised that in the short term there could be alternative uses for the building, however, in the longer term there were a number of options, one of which was demolition.

Budget Savings re: Homecare

The Director of Adult and Community Services reported that the reduction from three geographical areas to two, and the reduction in the service by 200 hours had been investigated further. Other local authorities currently operated efficiently with one business unit. A reduction from three geographical areas to two was proposed which would create efficiencies and facilitate early retirement requests. In relation to the reduction in service by 200 hours, Members were advised that this would not have any detrimental impacts on service provision.

Following discussion in relation to the reduction from three geographical areas to two and assurances that this reduction would not impact on service users, Members recommended that further consideration be given to restructuring the Homecare service to one geographical area.

With regard to the proposed reduction in the service by 200 hours, Members raised a number of concerns in relation to the affects on service provision and staff to which the Director of Adult and Community Services responded.

Proposed Closure of Art Gallery and Tourist Information Centre on Sundays and Bank Holidays

The Assistant Director (Community Services) advised that the closure of the art gallery and tourist information centre on Sundays and bank holidays had been proposed due to difficult budgetary decisions. Alternative opening hours and methods of funding had been considered following concerns raised by the Forum that closure would have an adverse impact on tourism in Hartlepool. It was acknowledged that as a growing tourist economy the town may benefit from opening, however, records confirmed that usage on previous bank holidays had been low. The Forum considered the costs involved with opening on four bank holidays and felt that there was a strong case to open due to the low level of costs involved. Members were advised that one of the main reasons for midweek opening was to facilitate school visits to which Members felt that this should not be withdrawn. Members also expressed a view that closure on Mondays, which included bank holidays, created confusion as the public were not aware if it was open or not. It was therefore suggested that future bank holiday openings be widely publicised.

Proposed Implementation of Fair Access to Care Services (FACS)

Members considered that the day care service was a valuable service and should be retained. The Director of Adult and Community Services advised that Members' views regarding fair access to care services had already been taken into consideration and would be considered by Cabinet on 9 February 2007.

Decision

1. That the Cabinet's decision to restrict the proposed savings as part of the Budget and Policy Framework for 2007/08 to 3% be welcomed.
2. That the Forum's comments and observations be presented by the Chair to the meeting of the Scrutiny Coordinating Committee on 19 January to enable a formal response to be made to Cabinet on 5 February 2007.

JONATHAN BRASH

CHAIRMAN

ADULT AND COMMUNITY SERVICES AND HEALTH SCRUTINY FORUM REPORT

27 February 2007



Report of: Scrutiny Support Officer

Subject: FOUNDATION TRUST STATUS – CONSULTATION
BY NORTH TEES AND HARTLEPOOL TRUST

1. PURPOSE OF REPORT

- 1.1 To introduce the consultation exercise being undertaken by North Tees and Hartlepool NHS Trust, regarding their application to become a Foundation Trust.

2. CONSULTATION PROCESS

- 2.1 All applicants for Foundation Trust Status are obliged to undertake a consultation process. The duration of this consultation process is twelve weeks and will end on 16 April 2007. The Department of Health expects NHS Trusts to consult with local overview and scrutiny committees prior to proceeding with foundation trust applications in order to ensure that there is a wide consultation with key stakeholders.
- 2.2 North Tees and Hartlepool NHS Trust have prepared a consultation document (copy attached) and have been distributing this within the catchment area. They have also been arranging meetings to provide opportunities for local people to learn more about the proposals.
- 2.3 The Trust is **not** consulting on the future of hospital services but would like views on Foundation Status as a mechanism for increasing local control.

3. RECOMMENDATIONS

- 3.1 The Forum is requested to consider the responses it wishes to make to the consultation questions.

Contact Officer:- Sajda Banaras – Scrutiny Support Officer
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523 647
Email: Sajda.banaras@hartlepool.gov.uk

A new way to run your local hospitals

Please give us your views

- We can increase local control by becoming an NHS Foundation Trust.
- Have your say on this new way to run your local hospitals.

We need your views by 16 April 2007.

Public meetings will be held at:

Arc, Stockton 9 February 6.30pm
The Glebe, Murton 13 February 2pm
Historic Quay, Hartlepool 13 March 6.30pm
Parish Hall, Sedgfield 19 March 4pm





Other Languages

If you require this information in another language or format please contact us on 01642 624985.

Arabic 01642 624985 إذا احتجت لهذه المعلومات بلغة أخرى أو تنسيق آخر، فالرجاء الاتصال بنا على

যদি আপনি এই তথ্য যে কোনো ভাষাতে বা ফর্মেটে চান তাহলে, অনুগ্রহ করে 01642 624985 নম্বরে আমাদের সাথে যোগাযোগ করুন। Bengali

若您需要本資料的其他語言版本或格式，請與我們聯絡，電話 01642 624985 Cantonese

यदि आपको यह जानकारी कि सी अन्य भाषा अथवा फॉर्मेट में चाहिए तो कृपया 01642 624985 पर हमसे सम्पर्क करें। Hindi

ਜੇ ਤੁਹਾਨੂੰ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਜਾਂ ਫਾਰਮੈਟ ਵਿਚ ਚਾਹੀਦੀ ਹੋਵੇ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ 01642 624985 'ਤੇ ਸੰਪਰਕ ਕਰੋ। Punjabi

Urdu اگر آپ کو یہ معلومات کسی دیگر زبان یا شکل میں چاہئیں تو براۓ مہربانی ہم سے 01642 624985 پر رابطہ قائم کریں۔

Foreword

We are applying to become an NHS Foundation Trust status over the summer. If all goes to plan we will become an NHS Foundation Trust later this year.

The 12-week consultation period, which ends on 16 April 2007, is the time for you to have your say about how we plan to run the Trust; our governance arrangements.

This is an important development for patients, local people and our staff. It is also an opportunity for you to give us your views about what is being proposed. Please take time to read it and feed back your comments.

Ian Dalton
Chief Executive
January 2007



Strategic objectives

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In 2006 we set out what we plan to do - our strategic objectives - by the end of March 2009.

Quality of care

We will ensure our patients get consistently high quality care and this is recognised with a high rating by the Healthcare Commission.

Spend money wisely

We will balance our books year on year through effective control of our cost base and elimination of waste.

Bring in changes to our hospitals

We will effectively implement the changes to hospital services arising from the Acute Services Review - Hartlepool and Teesside.

New services, right services

We will develop new specialist services and ensure we provide the right portfolio of clinical specialities to meet the needs of our patients and the trust.

A service people choose to use

We will be an effective hospital of choice - ensuring that through delivering services people want to use and marketing them to patients and GPs, we generate sufficient income to develop.

On target

We will deliver all NHS performance targets to at least the required standards.

Become an NHS Foundation Trust

We will achieve NHS Foundation Trust status because we have demonstrated excellence in our business and clinical management and planning. This part of our three year strategy is what our 12-week consultation is all about. Please let us know what you think of our plans.



Your views on a new way to run your local hospitals

We are planning to change the way we run local hospitals. At the moment, we are an NHS Trust. But in the future, we want to become an NHS Foundation Trust.

As an NHS Foundation Trust, we will still be part of the NHS. We will still treat you for free, based on your needs, not your ability to pay.

There will be a change in who runs the Trust. Local organisations and communities will have a much greater say in managing the NHS Foundation Trust, instead of central government. Patients, hospital staff and the public can all give their views about how the Trust spends money.

We would like to ask your views about this new way to run your local hospitals. To give us your views, please fill in the feedback form at the back. You can also write to us or email us.

Remember, on this occasion we're not asking you about the future of hospital services – because we know that we must continue them, and improve them. But we would like your views on this new way to increase local control.

We look forward to receiving your views, which we need by 16 April 2007.



The University Hospital of North Tees, Stockton

About us

At North Tees and Hartlepool NHS Trust, we provide high quality health services at the University Hospital of North Tees, the University Hospital of Hartlepool and Peterlee Community Hospital.

In 2006 we treated more than 345,000 patients, carried out over 31,000 planned operations and treatments and saw more than 180,000 patients in outpatient clinics. We employ around 4,300 staff and have a budget of £188 million.

As an NHS Trust, we have a successful record:

- The Healthcare Commission rate us as *good* for our quality of services. We are also *low risk*, with some of England's lowest rates of patients who become infected while in hospital.
- We treat more patients each year and are offering ever quicker care. We keep high standards of quality while meeting NHS targets.
- We are now a *university hospital* as a result of our excellent teaching. We are also an Investor in People and we have the Improving Working Lives Practice Plus award which recognise our commitment to providing a good working environment for staff.
- We receive high scores from PEAT (Patient Environment Action Team) for clean hospitals and patient comfort.
- We are in the top 20% of NHS Trusts when patients are asked to rate their experience in hospital.

You can find out more about us at www.northteesandhartlepool.nhs.uk



Why become an NHS Foundation Trust?

NHS Foundation Trusts are part of the government's strategy to take public services away from central government control. They are a new type of NHS organisation designed to move decision-making to local organisations, communities, and patients. NHS Foundation Trusts make it easier to serve the needs and wishes of local people.

NHS Foundation Trusts are different from existing NHS Trusts in a number of ways. They:

- give us new freedoms to decide locally how we provide patient care;
- are more accountable to local people who can become Members and Governors;
- give patients, carers, staff and partner organisations the chance to take part in directing the Trust through a Council of Governors;
- can keep financial surpluses* and invest them in services;
- can borrow funds* to develop services;
- are regulated by an outside organisation called Monitor, rather than being controlled by the Department of Health in London;
- have terms of authorisation*;
- have rules about the services they provide and how they do business, which are checked by a Council of Governors.

We think that becoming an NHS Foundation Trust will give us three main benefits:

- **More freedom.** As North Tees and Hartlepool NHS Foundation Trust, we will build our own future.
- **Financial success.** We will be able to improve the financial performance of our hospitals and invest more in patient services.
- **Local owners.** There will be the chance for local people to influence the direction of their hospitals. This will lead to hospitals that serve the needs of local people.

Glossary

*surpluses	money left over after we have paid our expenses
*funds	money we can borrow from local or national organisations
*terms of authorisation	new business standards to run hospitals

More freedom

Being an NHS Foundation Trust will allow us to develop existing services, introduce new ones, and do more work in the community. This will help patients, staff and the public.

It also means that we will have more freedom from central government control so we can continue to build and develop an organisation that serves the needs of local people.

Financial success

Over the last 18 months, we have turned around a very challenging financial situation. We believe that becoming an NHS Foundation Trust will help us continue to improve our finances. We can then invest as much as possible in services for patients – making their lives better.

As an NHS Foundation Trust, we will have a clear link between our services and our income. The certainty of this link will allow us to work with Primary Care Trusts (PCTs) to plan services better. With the freedom to make sure of financial success, we can offer a better service to patients and greater job security to staff.

We want to allow medical staff to be more responsible for planning and deciding how to use resources. At the same time, we will encourage accountability and efficiency in the use of these resources. We are splitting our organisation into clinical business units so doctors and nurses, who are closest to our patients, can use their resources in their best interests.

We will expect clinical business units to more than cover their costs. Financial surpluses will be used to:

- take on and train more staff;
- improve access to hospital services to meet the needs of local people;
- buy medical equipment and improve our hospital buildings; and
- save money for future investments.

Local owners

We know people have strong feelings about their local hospitals. We want to make use of that passion to shape the future of our services.

For the first time, it will be possible for local people to become Members of their Foundation Trust. Members' views will be gathered and represented at a Council of Governors. Local people will feel like they own the Trust, and will have the ability to influence the Trust's direction.

We see our Members as champions who will help to improve their local hospitals for everyone.

For us, these benefits mean we can be more in charge of our own future.



Why become an NHS Foundation Trust?

What are the risks?

No new plan is without risk. But we have considered them, and we will work to minimise them.

Possible risks?	How we will manage the risks
Will costs be more than benefits?	The experience of our Members will add great benefits to us. At the same time, we will keep the costs linked to Members as low as we can.
Is the change going to be a good use of time?	Most of our people who provide care to patients will spend no time (or very little time) on the change. Those who do are used to managing such changes at the same time as offering high quality care.
Will we continue to work well with other care organisations?	We will continue to work well with our partner organisations such as local councils, PCTs and groups representing patients. We will continue to develop care networks. This will further improve standards for patients who receive care in more than one organisation.

Our vision for the future

Our vision is to have the best hospitals in the area by delivering excellent healthcare to all our patients. Our values describe the quality of care we aim to provide. We will:

- treat all people with fairness, equity, compassion, care, courtesy and respect;
- respect each person's right to privacy, dignity and individuality;
- take time to be helpful;
- respond quickly and effectively;
- always give clear concise explanations;
- practise good listening skills;
- develop and maintain an appropriate environment;
- look the part;
- deal effectively with difficult situations;
- perform as a team.

We believe that becoming an NHS Foundation Trust will help us to deliver our vision and stay true to our values.

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Day unit nurses Sue Stevens, Warren Laroche and Liz Dobson Bell and specialist registrar Dr Ata Kasis with the consultation document.



Our vision for the future

High quality care

We want to make sure our patients always get high quality care. To do this, we will:

- consider advances in medicine when we develop and change our services, so we can provide the best care possible. For example, we will look to develop our surgical facilities so we can carry out more operations using keyhole-style techniques;
- work to join up community and hospital services more closely. For example, we will work with local doctors (GPs), mental health services and others to consider all aspects of our patients' health;
- work with patients, carers and the public more in planning what we do. This will allow them to give us their views and help us to improve the personal care we offer. For example, we will include patient representatives in groups that plan future changes to services;
- continue to keep the level of hospital infections very low by keeping our hospitals clean. We already have an excellent record in this area;
- continue to be university hospitals. We will work with the Universities of Newcastle, Durham and Teesside to develop and teach the latest medical, nursing and professional healthcare practices.

Easy to use services

We believe it should be easy for our patients to use health services without waiting a long time. We already have a good record of cutting waiting times.

As an NHS Foundation Trust, we will continue to reduce waiting times. Patients tell us this is important to them. We want to be the hospital of choice by making sure that we provide services people want to use.

We will:

- work with NHS community services to provide care closer to local people's homes. For example, local health centres could provide outpatient appointments so patients do not always need to travel to hospital;
- make sure every patient can choose the date and time of their health treatment;
- cut waiting times. By the end of 2008, patients will receive hospital treatment within 18 weeks of referral by their GP;
- continue our excellent record of quickly treating emergency patients. We also want patients to see the right health professional for their injury.

Encouraging good health

We will help local people to make informed choices to improve their own health.

To do this we will:

- give advice to patients on improving health as part of the information about their treatments. For example, we will give stop-smoking advice before operations to speed up the healing of wounds and improve health;
- work with the local Primary Care Trusts to develop public health services. For example, we will develop community NHS services that offer sexual health clinics and dietary advice;
- help people with long-term conditions, such as diabetes or asthma. We will develop services that help them to look after their own health. This will reduce the chance of them being admitted to hospital;
- prevent people having to be admitted to hospital by providing advice, guidance and other care and treatment (pathways);
- work with specialist centres to make sure patients move smoothly between hospitals when their treatment is in more than one place.

Making the most of our people and resources

We need to make sure that we make the most of our staff's abilities and the money we have. We can then continue to invest in more patient services and improve care.

We will:

- balance our finances and make a small planned surplus each year. We will invest surpluses in improved patient care – for example, in a new bowel screening centre and better facilities for day surgery;
- train and reward our staff, and give them the best possible working conditions to help them improve services for patients. Our human resources strategy sets out how we will help staff in their personal and professional development;
- use information technology (IT) to find better ways of working, and to make sure that patients' records are correct, safe and easy to obtain.



How our NHS Foundation Trust will be run

Our governance arrangements

Members	Council of Governors	Board of Directors
Public, staff: <ul style="list-style-type: none">• receive information• elect Governors• may stand for election as Governors	<ul style="list-style-type: none">• appoint the Chairman• appoint the Non-Executive Directors• approve Chief Executive appointment• involved in key decisions about future plans	Runs the Trust. Made up of: <ul style="list-style-type: none">• Chairman• Chief Executive• Executive Directors• Non-Executive Directors

A main benefit of an NHS Foundation Trust is that patients, staff and the local community can make sure their hospital serves their needs. People can become Members of an NHS Foundation Trust. Our Members will elect a Council of Governors. They will also be asked for their views on developing services within the Trust’s hospitals. Members will be kept informed about what is going on within their hospitals.

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Representing the community we serve

Members of our NHS Foundation Trust will be drawn from two constituencies (groups):

- The public constituency. This group will include people living in the local authority areas of Stockton and Hartlepool, and parts of Sedgefield and Easington.
- The staff constituency. This group will include workers who the Trust employ on permanent contracts or temporary contracts of 12 months or more. Staff who work in the Trust under contracting-out arrangements can also apply to become Members.

Our success will depend on a broad-based and active membership. Members can make sure we deliver the improvements in health services that the community expects. We will aim to make sure all local communities are represented in our membership.

Working with Members

We want Members to feel like they are part of the Trust, and tell us what they think.

We will send regular news and important information to Members so they are informed. We will also make sure that Members can send their thoughts to the Trust. There will be a point of contact at the Trust to receive questions and views from Members.

We will invite all Members to the Annual General Meeting.

The Council of Governors

As an NHS Foundation Trust, we will establish a Council of Governors. Governors will help the Trust keep to its values and purpose. The Council of Governors will:

- advise the Trust's Directors about the needs and views of the local community;
- appoint the Trust's auditors (who will check the Trust's accounts);
- appoint the Trust's Non Executive Directors, and set their pay.

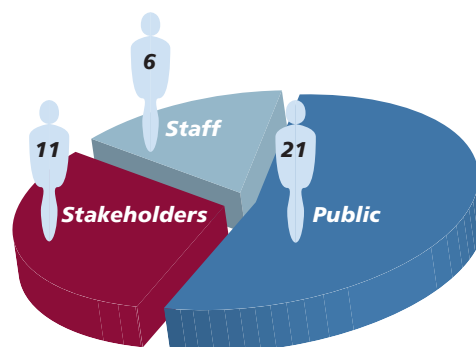
Most Governors will live in the North Tees and Hartlepool NHS Trust area. The Council will be made up of three types of Governors:

- Governors elected by the public constituency (these should be at least 50% of all our Governors);
- Governors elected by the staff constituency;
- Governors appointed to represent the interests of local partner organisations such as Primary Care Trusts, universities or local authorities.

Representation by area	
Stockton	11
Hartlepool	6
Easington	3
Sedgefield	1



Seats on our Council of Governors

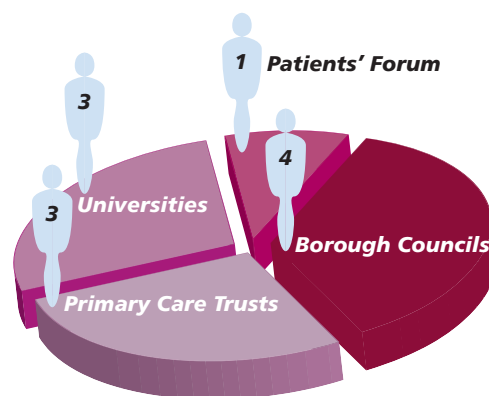


Council of Governors Seats

We expect that Governors will serve for a period of up to three years. Governors can offer themselves for election again after this period. Governors will not be paid for their services but they may receive money to cover costs such as travelling to meetings.

We expect the Council of Governors to meet at least three times each year. Meetings will be held in different places around the Foundation Trust's area, and will be open to the public.

Governors will also meet Members from their constituency from time to time. In these meetings, Governors will give information on the work of the council, and listen to Members' ideas and opinions.



Stakeholder groups on the Council of Governors

How our NHS Foundation Trust will be run

How Governors are chosen

1. The Trust provides information for Members about who can become a Governor.
2. If Members want to become Governors, they tell the NHS Foundation Trust. When there are more people who want to be Governors than there are places, there will be a vote.
3. Each person who wants to be a Governor writes a personal statement, which is sent to Members.
4. Each Member places a single vote for the person they would like to be a Governor. To help as many Members as possible to vote, the Trust will consider various ways to vote (including electronic voting). The vote will be secret, so Members do not need to say who they have voted for.
5. The Trust declares the results of the voting.
6. An outside organisation checks the results.

The NHS Foundation Trust pays for the costs of electing Governors to the Council. It should take no longer than 10 weeks to elect Governors.

The Trust will help Members who want to become a Governor. For example, the Trust will provide advice about:

- the responsibilities of a Governor;
- how to write a personal statement; and
- the help and training people can expect if they become a Governor.



The University Hospital of Hartlepool



The Board of Directors

The Board of Directors will direct and manage the NHS Foundation Trust. It will be made up of Executive Directors and Non Executive Directors. Executive Directors will include the Chief Executive, Medical Director, Director of Nursing and Director of Finance. The Board of Directors will have a Chairman who will also chair the Council of Governors.

The Chief Executive will be the NHS Foundation Trust's *accountable officer*. This means that the Chief Executive will be held responsible for the behaviour of the Trust.

The Executive Directors will make sure the NHS Foundation Trust runs successfully, day-to-day. It is expected that the Executive Directors will perform the jobs that exist now in the current Trust.

Non Executive Directors will add to the development of the NHS Foundation Trust's strategy and carefully check its performance. They will need a range of skills and experience to help the NHS Foundation Trust be successful. Skills they bring might include accountancy, legal, marketing, human resources or experience of leading large organisations. They will also provide judgements on the matters the board deals with.

The Executive Directors will be appointed by the Chairman, the Chief Executive and the Non Executive Directors. The Chairman and Non Executive Directors will be appointed by the Council of Governors. The Chairman and Non Executive Directors are expected to serve for a period of three years. They can offer themselves for election again, after this period.

To continue to use the Trust's existing knowledge and skills, we expect the current Chairman and Chief Executive to be appointed to the same positions in the new NHS Foundation Trust. Similarly, we expect the current Non Executive Directors to be the first Non Executive Directors of the Trust. These Non Executive Directors can then be joined by a number of new appointments. Members of the public can become Non Executive Directors if they meet the Trust's needs and if the Council of Governors chooses them.

Consultation Feedback NHS Foundation Trust

If you would like to know more before you fill in our feedback form, please come to one of our public meetings or ask for a copy of our full consultation document.

Please give us your opinion on the following (tick one box only).

Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree	No Opinion
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1. Our priorities for the next five years?
2. Is there anything else you would wish us to focus on?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments _____

3. Our proposed membership arrangements?
4. Our membership lower age limit of over 18 years?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Should we make special arrangements to engage young people (18-25 years old)?

Suggestions: _____

5. Our proposals for recruiting staff members?
6. The number and allocation of public Governors on the Council of Governors?
7. The number and allocation of Governors for staff?
8. The other partnership organisations suggested on the Council?
9. Our proposals for the Board of Directors?
10. The benefits of NHS Foundation Trust status outweigh the risks?
11. If you are providing this feedback for an organisation please tell us who you represent.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. Please tell us your postcode. This will help our analysis of responses.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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13. Tick this box if you attended a public meeting ☐

Tick this box if you read the full consultation document
'A new way to run your local hospitals' ☐

Your personal response will remain confidential and we will not pass any information you provide to anyone else. The overall responses will be made public knowledge as part of the consultation process.

Please post your completed feedback form to:
RRHC-XELK-JYZT, Foundation Trust Membership
Department, University Hospital of North Tees,
Hardwick, Stockton on Tees, TS19 8PE

Please do not use a stamp - we will pay the cost of postage.

If you require this information in another language or format please contact us on 01642 624985.

Arabic إذا احتجت لهذه المعلومات بلغة أخرى أو تتسقى آخر، فالرجاء الاتصال بنا على 01642 624985

Bengali যদি আপনি এই তথ্য যে কোনো ভাষাতে বা ফর্মটে চান তাহলে, অনুগ্রহ করে 01642 624985 নম্বরে আমাদের সাথে যোগাযোগ করুন।

Cantonese 若您需要本資料的其他語言版本或格式，請與我們聯絡，電話 01642 624985

Hindi यदि आपको यह जानकारी कि सी अन्य भाषा अथवा फॉर्मेट में चाहिए तो कृपया 01642 624985 पर हमसे सम्पर्क करें।

Punjabi ਜੇ ਤੁਹਾਨੂੰ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਜਾਂ ਫਾਰਮੈਟ ਵਿੱਚ ਚਾਹੀਦੀ ਹੋਵੇ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ 01642 624985 'ਤੇ ਸੰਪਰਕ ਕਰੋ।

Urdu اگر آپ کو یہ معلومات کسی دیگر زبان یا شکل میں چاہئیں تو براہ کرم 01642 624985 پر رابطہ کریں۔

Membership expression of interest application form

NHS Foundation Trust

You can also apply on line by going to www.northteesandhartlepool.nhs.uk

I am over 18 and would like to register my interest in becoming a member of the North Tees & Hartlepool NHS Foundation Trust

Contact details Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other

First Name Surname

Address

Post Code

Telephone Home Mobile

Email

How would you like us to contact you?

Email ☐ Post ☐ Text ☐ Telephone ☐ Any ☐

About you: Please complete this section. It will help us if our membership is representative of the people living in our area.

Male ☐ Female ☐ Date of birth:

Disability: Do you have special needs or are you registered disabled?

No ☐ Yes ☐ Please specify:

Ethnicity:

White British <input type="checkbox"/>	Indian <input type="checkbox"/>	Black African <input type="checkbox"/>	White and Black Caribbean <input type="checkbox"/>
White Irish <input type="checkbox"/>	Pakistani <input type="checkbox"/>	Black Caribbean <input type="checkbox"/>	White and Black African <input type="checkbox"/>
Other White <input type="checkbox"/>	Bangladeshi <input type="checkbox"/>	Other Black <input type="checkbox"/>	White and Asian <input type="checkbox"/>
	Other Asian <input type="checkbox"/>		Other Mixed Background <input type="checkbox"/>
	Chinese <input type="checkbox"/>		Any other ethnic group <input type="checkbox"/>

Are you a member of any health-related organisation or group?

No ☐ Yes ☐ Please specify:

Are you a: Service user (patient) ☐ Carer ☐ Member of the public ☐ Member of staff ☐

I decided to become a member having:

Attended a meeting/presentation ☐ Please state where/when

Received a letter/leaflet in the post ☐ Other

Signature **Date**

This information will be stored and used in accordance with the Data Protection Act 1998. We will only use your information for NHS Foundation Trust status or other health issues.

I am applying to be a member of the North Tees and Hartlepool NHS Foundation Trust when it is formally established. I will be bound by the rules of the organisation and I give my consent to my information being processed. ☐

For further information about NHS Foundation Trusts please visit: www.monitor-nhsft.gov.uk or www.dh.gov.uk

Please post your completed application form to: RRHC-XELK-JYZT, Foundation Trust Membership Department, University Hospital of North Tees, Hardwick, Stockton on Tees, TS19 8PE or fax it to 01642 383217. Please do not use a stamp - we will pay the cost of postage.

If you would like any further information on completing these forms, please contact the Foundation Trust Membership Department on 01642 624985.



Notes



Contact Us:

The University Hospital of Hartlepool
Holdforth Road
Hartlepool
TS24 9AH

The University Hospital of North Tees
Hardwick
Stockton on Tees
TS19 8PE

Tel: **0844 811 8222**

www.northteesandhartlepool.nhs.uk