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**Minutes of the Public Meeting of the Council of Governors  
held on November 04 2014, The Mount, Sheffield**

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**Member of the Council of Governors present:**

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| Nicholas Jeffrey | Trust Chairman (Chair)                           |
| Alan Baranowski  | Partner Governor - Yorkshire Ambulance Service   |
| Nikki Bates      | Partner Governor – Sheffield CCG                 |
| Momtaz Begum     | Public Governor – Sheffield South East           |
| Holly Blair      | Patient/Carer Governor – Rest of England Patient |
| Mary Gerrard     | Public Governor – Sheffield North West           |
| Jackie Griffin   | Public Governor – Sheffield North East           |
| Hassan Hajat     | Public Governor – Rest of England                |
| Kathryn Holden   | Staff Governor – Other Clinical                  |
| Luke Jenkinson   | Public Governor – Sheffield South East           |
| Richard Knighton | Public Governor - Sheffield South West           |
| Carrie McKenzie  | Staff Governor – Medical & Dental                |
| Amaka Offiah     | Partner Governor - Sheffield University          |
| Helen Smith      | Public Governor - Sheffield South West           |
| Mandy Stockley   | Public Governor - Sheffield North West           |
| Lindsey Thompson | Patient/Carer Governor – Sheffield Carer         |
| Dawn Walton      | Partner Governor - Sheffield City Council        |

**Also present:**

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| Derek Burke       | Medical Director                     |
| John Cowling      | NED                                  |
| Lea Fountain      | Associate Director of Communications |
| Anne Greaves      | Minutes                              |
| Judith Green      | Foundation Trust Secretary           |
| Isabel Hemmings   | Chief Operating Officer              |
| Sarah Jones       | NED                                  |
| Neil MacDonald    | NED                                  |
| Patricia Mitchell | NED                                  |
| Simon Morrill     | Chief Executive                      |
| Steven Ned        | Director of HR & OD                  |
| John Somers       | Director of Finance                  |

**Apologies:**

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| Philip Ayrton   | Staff Governor - Non Clinical                  |
| Amanda Butt     | Public Governor – Doncaster                    |
| Jo Hague        | Public Governor - Barnsley                     |
| Julia Hirst     | Partner Governor – Sheffield Hallam University |
| David Jefferson | Staff Governor - Non Clinical                  |
| John Reid       | Director of Nursing & Clinical Operations      |

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| 44/14                                     | <p><b>Welcome &amp; Introductions</b></p> <p>The Chairman welcomed Governors, members of the Board and staff to the meeting.</p>   |  |
| 45/14                                     | <p><b>Apologies for absence and declarations of interest</b></p> <p>Apologies were received as noted above.</p>  |  |
| 46/14                                     | <p><b>Minutes of the previous meeting</b></p> <p>The minutes of the meeting held in public on 14 July 2014 were taken as a true and accurate record, subject to the inclusion of Philip Ayrton, Staff Governor within the listed apologies for absence.</p>  |  |
| 47/14                                     | <p><b>Matters arising</b></p> <p>It was confirmed that all matters arising from the last meeting had been actioned as detailed on the matters arising report.</p>  |  |
| <b>Matters to be discussed in private</b> |  |  |
| 49/14                                     | <p><i>This item was brought forward on the agenda</i></p> <p><b>Confidential briefing paper</b></p> <p>Nick Jeffrey, Trust Chairman, noted that there were a number of items on the agenda that related to remuneration matters and a governance issue regarding an individual Non-executive Director (NED). Given their confidential nature, these agenda items were to be considered in a closed session of the meeting. He proposed that the meeting move straight to this section of the agenda and also put it to the Council that there was value in members of the Board and the Trust's Communications Team remaining present for these discussions. This was agreed by members of the Council and Trust representatives remained in the room for the closed session.</p> <p>Copies of a confidential briefing paper relating to matters connected with Mr Meredydd Hughes, NED, had been circulated at the meeting. These matters followed publication of the Jay Report into Child Sexual Exploitation in Rotherham, and strong criticism directed at relevant agencies, one of which being South Yorkshire Police where Mr Hughes had been Chief Constable between 2004 and 2011 and previously Deputy Chief Constable (2002-2004). Governors were asked to read through the content of the confidential paper.</p> <p>Nick Jeffrey introduced the paper and acknowledged Mr Hughes' contribution to the Board as a NED and his active involvement across the Trust. Governors noted that the Trust Board, and Mr Hughes himself, were mindful of the need to protect the interests of the Trust in relation to the risk of adverse publicity. It was by confirmed by Nick Jeffrey that, following discussion between himself and Mr Hughes, Mr Hughes had agreed to step away from his responsibilities as a NED of the Trust until matters outside the Trust had been resolved. This had been the situation since 22 September 2014 and a statement to this effect had been placed on the Trust website.</p> <p>It was noted from the confidential briefing paper that the Trust had received correspondence from individual members of the public who were concerned about Mr Hughes' association with the Trust. Some of these representations had been sent directly to Governors. The Trust had issued responses to these individuals confirming that the suitability of Mr Hughes to remain as a NED of the Trust would be considered by the Council of Governors and that a due process was in place to facilitate this.</p> <p>It was reported that this matter had been considered by the Council of Governors Remuneration and Recruitment Committee under their remit of making recommendations to the full Council of Governors regarding the appointment and reappointment of Non-executive</p> |  |

Directors. At its meeting on 07 October 2014, this Committee considered that it was an appropriate course of action for Mr Hughes to have stepped away from his responsibilities as a NED and had recommended that the matter be considered by the Council of Governors at its next full council meeting. It was confirmed that it was for the Council of Governors as a whole to appoint or remove a NED. In representing the interests of members of the public, it was also confirmed appropriate that this matter be given due consideration by the full Council.

Nick Jeffrey confirmed that Mr Hughes had indicated that he would not be standing for reappointment at the end of his current term of office which was due to expire on 31 March 2015. Questions were then invited from Governors.

A Governor asked if Mr Hughes stepping back left the Trust with a governance issue due to a gap on the Board. Nick Jeffrey confirmed that a recommendation later on the agenda to reappoint former NED Gareth Watkins back to the Board until the end of March 2015 would address this.

It was noted that Mr Hughes' association with the Trust had received media attention that day and that a journalist was waiting outside the building for a press statement. A Governor asked what had caused today's media attention. Steven Ned, Director of HR and Organisational Development, confirmed that today's interest had arisen as one of the individuals who had made representations to the Trust on this matter had raised his concerns directly with a number of media outlets. Subsequently, a story had been published in the Guardian On-line on Monday 03 November. This story had led to further interest from other media organisations, including local media.

Governors were asked to refer back to the confidential briefing paper which set out a range of potential responses open to the Council of Governors. Nick Jeffrey asked members of the Council of Governors to consider the first option (5.2.1) which proposed that Mr M Hughes should remain a fully functioning NED of the Board of Directors. It was noted that this was not the recommendation of the Board of Directors. No votes were cast in favour of option 5.2.1 and there were no abstentions. This option was therefore discounted.

Nick Jeffrey then asked Governors to consider option 5.2.2 which was to maintain the current position in that Mr M Hughes would continue to play no part in the Trust until either matters outside the Trust were resolved or until the end of his current term of office on 31 March 2015 and, as confirmed above, a second term of office would not be sought. It was noted that Mr Hughes would donate his NED remuneration to The Children's Hospital Charity.

Members of the Council asked for clarification around the benefits to the Trust of option 5.2.2 over option 5.2.1. Nick Jeffrey reiterated Mr Hughes' past contribution to the Trust and responded by stating that Governors may agree that this was the appropriate option in the absence of conclusions from ongoing and scheduled external investigations, but still recognising that Mr Hughes' current association with the Trust presented an adverse reputational risk.

A discussion followed which concluded that Governors were being asked to make a decision based on the reputational risk posed by Mr Hughes' maintaining his NED position at the Trust, rather than one based on prejudging the outcome of external investigations.

A further issue considered in relation to option 5.2.2 was the ability to explain to the public the difference between Mr Hughes continuing as a NED and him staying as a NED but maintaining his current status of having 'stepped back'. Some Governors expressed the view that Mr Hughes had put the Trust in a difficult position by not stepping down from his NED position. Nick Jeffrey stated that Mr Hughes regarded resignation from the Trust as an

admission of guilt.

A member of the Remuneration and Recruitment Committee reported that this Committee had discussed at length an earlier version of the briefing paper and had concerns that Mr Hughes had tried to use a Trust commitment as a reason not to attend the Home Affairs Select Committee hearing. The Governor asked whether the Trust had been aware of this correspondence at the time. Chief Executive, Simon Morritt, stated that the Trust had been given a copy of the correspondence after it had been sent and also confirmed that it was the view of the Trust that there would have been no reason for Mr Hughes to have missed the hearing due to a Trust commitment.

The focus of discussion reverted back to the risk to the Trust's reputation and another member of the Remuneration and Recruitment Committee, stated that while the Committee had considered that Mr Hughes' stepping away from the Trust was an appropriate course of action, this was on the basis that Mr Hughes' current term of office would expire at the end of March 2015. Nevertheless, there still remained concern regarding the risk to the Trust's reputation and that outside interest and press coverage could escalate. Another Governor commented that Mr Hughes' position was untenable and would bring unnecessary attention to the Trust over the coming months. Simon Morritt added that it was inevitable that further media attention would be focused on the region in relation to the investigations into child sexual exploitation as the various investigations progress.

Clarification was sought by a Governor on the ability for the Council to make a decision to remove Mr Hughes at the meeting. Nick Jeffrey stated that the process to remove a Non-executive Director would require a further meeting at which three quarters of the Council of Governors would need to agree this course of action. Judith Green, Foundation Trust Secretary confirmed that a second meeting would be required as a matter of course following any decision being made to commence proceedings to remove Mr Hughes. The Governor then expressed concern that the Council not being able to make a decision that evening could result in increased media attention being brought on the Trust. A second Governor asked for confirmation that the proposal for Mr Hughes to maintain his position but not play an active role in the Trust (option 5.2.2) could be agreed that evening. It was confirmed that this decision could be made within the present meeting.

A Governor then asked if the Council could ask Mr Hughes to resign. Another Governor stated that they felt that this would be unfair on Mr Hughes as it could be regarded as an admission of guilt. This Governor went on to state that nothing had been proven and all necessary employment checks had been made when Mr Hughes was appointed to the Trust. There was, therefore, in their view, no case for Mr Hughes to be removed or asked to resign. A further Governor challenged this view stating that the role of the Council of Governors was to protect the interests of the Trust. Nick Jeffrey reiterated Mr Hughes stated position in relation to resignation from the Trust Board. This led to further comments being made by individual Governors regarding whether the current situation was in the best interest of the Trust.

Further debate was held regarding the outcome of decisions that could be made by the Governors that evening with input from Derek Burke, Medical Director. Steven Ned reiterated that proposal 5.2.3 was to commence proceedings to remove Mr Hughes, with the next step in the process providing Mr Hughes with the opportunity to make representations to a further meeting of the Council of Governors.

A Governor raised the matter of Mr Hughes donating his salary if he was to remain in post under option 5.2.2 and asked if this would help his position. Lead Governor, Richard Knighton, remarked that this could be viewed in different ways.

A question was raised by a Governor in relation to the Trust effectively having a supernumerary NED on the Board if the Council agreed for a former NED to be appointed back to the Board while Mr Hughes had stepped back. Steven Ned confirmed that there was a provision within the Trust's constitution to have more than the current number of NEDs on the Board if the Council of Governors opted for this. The only governance issue would be if this decision was to be made without involving the Council of Governors.

Discussion reverted back to public perception and the certainty of increased media focus on safeguarding issues in South Yorkshire and Sheffield. There were mixed views among the Council. Governors were reminded that they were not being asked to prejudge the outcome of investigations but to consider whether it was appropriate for Mr Hughes to remain a NED based on risk to the reputation of the Trust.

A Governor then asked how, once a decision had been made, the press would be told about it. Steven Ned explained that press statements had been prepared for all options, depending on the decision of the Council of Governors.

Reference was made by a Governor to statements made by Nick Jeffrey earlier in the meeting which confirmed that option 5.2.1 was not the recommendation of the Board and said that it would be helpful to know the views of the Board in relation to options 5.2.2 and 5.2.3. Nick Jeffrey confirmed that there was not a collective view across the Board.

A Governor asked what would happen if the Council commenced proceedings to remove Mr Hughes but, on voting at the next stage, the required number of votes to remove Mr Hughes was not achieved. Nick Jeffrey responded that this would mean the Mr Hughes would still be a NED at the Trust.

Following a question from a Governor the ambassadorial element of the NED role and an individual NED's responsibility to uphold the reputation of the Trust was confirmed.

In the context of Mr Hughes' reported views on the accuracy of the Jay Report, it was stated by a member of the Remuneration and Recruitment Committee that discussion had been held at its most recent meeting around whether Mr Hughes would be able to claim unfair dismissal if, in the future, it transpired that evidence was inaccurate. The Committee had sought guidance from the Director of HR and Organisational Development regarding Mr Hughes' employment/contractual rights. Steven Ned had confirmed that a NED did not have the same terms of employment as a member of staff and did not have the same employment rights.

Another Governor suggested that focus should not be placed on the accuracy of numbers of cases but on evidence that there were problems and that, due to his position at South Yorkshire Police at the time, Mr Hughes' association with the Trust was tarnishing the reputation of the Trust.

A Governor then asked that Governors be allowed to continue their discussion in private. All members of Trust staff and the Board, including the Chairman, left the room.

After a period of time Trust staff and members of the Board returned to the meeting and Nick Jeffrey asked Lead Governor, Richard Knighton, to recount any decisions made by the Council.

Richard Knighton stated that at the start of their private discussion Governors had taken a vote on option 5.2.2 which was that the current position would be maintained and Mr Hughes would continue as a NED but not play a part in the Trust until the end of his current term of office on 31 March 2015. Richard confirmed that a vote had been taken on option 5.2.2 and there was not a majority in favour of this.

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|       | <p>It was reported that after some further debate a vote was then held on option 5.2.3 that the Council of Governors commence proceedings to remove Mr Hughes as a Non-executive Director. There were 10 (ten) votes in favour, 5 (five) votes against and 1 (one) abstention. The decision of the Council of Governors was therefore to commence proceeding to remove Mr Hughes as a Non-executive Director.</p> <p>Nick Jeffrey confirmed that the next step would involve convening another meeting of the Council of Governors in the next two weeks.</p> <p>A Governor asked what would be the press statement that would be given. Steven Ned read the prepared statement to the Council of Governors.</p> <p>Another Governor asked whether Mr Hughes would be informed of the Council's decision first. Nick Jeffrey stated that Mr Hughes was out of the country but agreed to try to contact Mr Hughes.</p> <p>The decision of the Council of Governors to commence proceeding to remove Mr Hughes as a Non-executive Director was noted.</p>  |  |
| 50/14 | <p><b>Report from the Remuneration and Recruitment Committee</b></p> <p>Lead Governor, Richard Knighton asked that the Council consider three recommendations from a recent meeting of the Remuneration and Recruitment Committee and outlined these in turn.</p> <p><u>Non-executive Director re-appointment</u></p> <p>The first recommendation related to the re-appointment of Non-executive Director (NED) Sarah Jones for a further one-year term of office. Richard explained that at the end of Sarah's current term of office she would have served over six years. Any further extension can only be on the basis of one-year and the Council needs to be able to explain why an extension was being made. Richard referred to item 1.1.5 in Enclosure C for further information.</p> <p>He explained that the Committee was making its recommendation to re-appoint Sarah until 31 March 2016 on the basis that keeping her on the Board would provide continuity and balance and that her experience and expertise were valuable. He felt this was particularly important in light of other changes on the Board.</p> <p>Sarah Jones left the room.</p> <p>Nick Jeffrey highlighted the benefits that Sarah's experience would bring and how it would provide continuity on the Board.</p> <p>Alan Baranowski, another member of the Remuneration and Recruitment Committee explained that the Committee had been advised that Sarah Jones had recently stepped down from her role at Learndirect and was keen to devote more time to the Trust.</p> <p>Nick Jeffrey added that she can offer experience of managing financial pressures which would be valuable to the Trust.</p> <p>Alan Baranowski said that the recommendation of the committee was to re-appoint Sarah for a further year.</p> <p>Governors voted unanimously in favour of the re-appointment of Sarah Jones for a further one year term of office from 01 April 2015 to 31 March 2016.</p> |  |

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|       | <p><u>Non-executive Director remuneration</u></p> <p>Richard Knighton explained that the Remuneration and Recruitment Committee had been asked to consider whether the levels of remuneration for Non-executive Directors (NEDs) were appropriate. The committee felt that the recent recruitment of two new NEDs was an effective test of this as the process had attracted many strong candidate and two excellent appointments were made.</p> <p>He also explained that the committee had been provided with information on how NED remuneration at the Trust compared with that at other trusts and had found them to be similar.</p> <p>The committee considered that these factors to be adequate proof that the remuneration levels were appropriate and didn't feel there was a need to do any further market testing or to increase NED remuneration levels.</p> <p>The Governors voted unanimously that there should be no increase in the level of remuneration for Non-executive Directors and also that there was no need to commission an external independent market review exercise.</p> <p><u>Committee Terms of Reference</u></p> <p>Richard Knighton said the terms of reference for the Remuneration and Recruitment Committee had been reviewed by the committee in March and that approval was needed from the Council of Governors.</p> <p>All Governors were happy to approve the terms of reference.</p> <p><u>Non-executive Director Appraisals</u></p> <p>Governors noted that these had been undertaken.</p>  |  |
| 51/14 | <p><b>Report from the Board Nominations and Remuneration Committee</b></p> <p><u>Re-appointment of Non-executive Director (NED)</u></p> <p>Non-executive Director Neil MacDonald left the room.</p> <p>Nick Jeffrey explained that the Committee were proposing to re-appoint Neil MacDonald for a second term of office from 01 April 2015. Neil had written a letter to support his application which was included in Enclosure Di. This would be a second three year term of office.</p> <p>Nick said that Neil was enthusiastic and effective. He was a supporter of the Charity, particularly through his involvement in the Mistress Cutler Challenge during his time as Master Cutler. He had made a serious commitment to the Trust and was very active.</p> <p>All Governors voted in favour of Neil's re-appointment for a second term of office from 01 April 2015 and he was welcomed back into the room.</p> <p><u>Appointing to a vacancy on the Board</u></p> <p>Nick Jeffrey explained that there was a need to recruit a new NED to take up office from 01 April 2015. He asked Governors to note that there were costs involved in using executive search consultants to find and appoint NEDs. At the most recent NED recruitment exercise there had been a very strong field, and there was an option to revisit the shortlist rather than re-commission a new external search process.</p> <p>Nick Jeffrey said that doing this would save the Trust time and money.</p> <p>All Governors voted in favour of using the shortlist from the recent recruitment exercise to appoint a new Non-executive Director.</p> |  |

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|   | <p><u>Redressing the balance of composition of the Board</u></p> <p>Foundation Trust Secretary, Judith Green explained that the Board of Directors was currently one member light. This means that we are not compliant with Monitor's recommended best practice which says that a Board should have a majority of NEDs.</p> <p>The Board Nominations and Recruitment Committee had proposed that former NED Gareth Watkins was re-appointed back to the Board until 31 March 2015. It was confirmed that Mr Watkins had been approached and had supplied a supporting statement.</p> <p>Nick Jeffrey confirmed that if appointed, Mr Watkins would be asked to undertake the role of Senior Independent Director during this period. He said that we are going through certain issues as a Trust including cost saving measures and pressures on performance, and that staff should have confidence in approaching the NEDs. He believed that Mr Watkins had a good reputation and profile across the Trust and that staff would feel comfortable talking to him or raising concerns if necessary.</p> <p>Nick Jeffrey reiterated that the Council were being asked to both approve the temporary appointment of Mr Watkins back to the Board and to approve his role as Senior Independent Director until the end of the financial year.</p> <p>Richard Knighton asked why Mr Watkins should be Senior Independent Director if he was only in post for six months and we would need to appoint a new Senior Independent Director in April 2015. Simon Morrirt explained that Mr Watkins had previously been the Senior Independent Director and in addition he was involved in an ongoing investigation and his appointment back to the role would be of benefit under these circumstances.</p> <p>A Governor asked why Mr Watkins had recently stepped down. Nick Jeffrey replied that this was because his term of office had come to an end.</p> <p>All Governors voted in favour of appointing Gareth Watkins back to the Board until 31 March 2015 and him being the Senior Independent Director.</p> <p><u>Roles of Deputy Chair and Senior Independent Director</u></p> <p>The Board Nominations and Remuneration Committee proposed that Sarah Jones should be appointed as Deputy Chair of the Board of Directors and Council of Governors. Nick Jeffrey explained that this was due to Sarah being the most experienced NED and he agreed that her experience outside the Trust would also make her an excellent Deputy Chair.</p> <p>All Governors voted in favour of Sarah Jones being appointed as Deputy Chair.</p> |           |
| <b>The Chairman ended the closed session of the meeting</b> |   |           |
| 48/14   | <p><b>Care Quality Commission (CQC) Inspection Report and Action Plan</b></p> <p>In view of the late running of the meeting it was decided to defer this agenda item and circulate the presentation to Governors. Medical Director Derek Burke said that the CQC report had been good, the Trust had put an action plan together, and that this had been submitted to the CQC.</p> <p>Derek Burke also confirmed that the action plan would be circulated and invited Governors to contact himself or John Reid, Director of Nursing and Clinical Operations, if they had any questions.</p>  | <b>JG</b> |
| 52/14   | <p><b>Asking questions about the Trust's performance</b></p> <p>Simon Morrirt, Chief Executive, said that in view of the late-running of the meeting he would be</p>  |           |

brief and run through the key points of the report.

#### Financial situation

Simon Morritt highlighted the current financial challenges at the Trust and said that in general things were getting tougher for the NHS. He also explained that the implementation of the Trust's new Patient Administration System had had an impact on how the Trust was performing against its activity plans. The Trust was currently behind plan significantly; being approximately 0.5m in deficit, however in September and October it was felt that the position was improving and the Trust was recovering. It was not likely that the Trust would deliver its original plan of a £2.5m surplus, but at the end of Quarter 2 the Trust was reporting a modest £0.25m surplus.

Simon Morritt reiterated that the sector as a whole is under pressure financially and that only three other NHS organisations in Yorkshire are in surplus. He said that the Patient Administration System (PAS) had caused major problems but that the Trust was over the worst and the second half of the year should be much better.

Amaka Offiah asked how clinical activity had been reduced as a result of the PAS problems. Simon Morritt replied that the problems had been around booking and tracking patients. He said that there hadn't been a drop in referrals coming to the Trust.

Isabel Hemmings, Chief Operating Officer, said that mainly outpatient appointments had been affected and we had experienced lower levels against plan.

Simon Morritt said the Trust had not achieved 18 week targets during the first half of the year but that plans were in place to ensure that these targets were met by the end of Quarter three.

Nikki Bates questioned an earlier problem relating to patients waiting over 52 weeks and Isabel Hemmings confirmed that this had now been resolved. She then asked if the Trust was sure that the new PAS system hadn't lost any patients in the system. Simon Morritt replied that the Trust was confident that there had not been any issues with data migration. A final question was asked by Nikki Bates in relation to issues within the Audiology department experience last year. Simon Morritt confirmed that these had now been resolved.

#### New build project

Simon Morritt said that the contract with building contractors Simons had now been signed and that 'breaking new ground' ceremony had taken place in October with Deputy Prime Minister Nick Clegg. He referred Governors to the key dates on page 8 of the report and said that the new Outpatients Department was due to partially open to the public in Autumn 2015. The two new theatres were due to open in April 2015.

#### 100,000 Genome Project

Simon Morritt highlighted the 100,000 Genomes Project. He explained that the Trust had been successful in getting through stage one of the tender process and have been strongly advised that if we work in partnership with Leeds Teaching Hospitals NHS Trust we would have a strong chance of success. He reported that this partnership also involves Sheffield Teaching Hospitals who manage the laboratories. It was confirmed that the Trust had been in conversation with Leeds and that they were keen to work with us.

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| 53/14   | <p><b>Reappointing the Trust's external auditors</b></p> <p>Non-executive Director Neil MacDonald apologised that the paper hadn't been included in the original packs and ensured that everyone was able to see a copy.</p> <p>The Council of Governors noted that the Risk and Audit Committee had appointed KPMG as the Trust's external auditors in October 2012 for a period of 3 years with an option to extend for 2 years. This was in line with Monitor's Audit Code for Foundation Trusts. The committee had undertaken its annual assessment of KPMG earlier this year and the results had been positive.</p> <p>Neil MacDonald stated that if the Council of Governors were to agree to re-appoint KPMG again this would represent the third of the 3 year appointments. The Risk and Audit Committee recommend that the appointment cycle be brought forward in 2015 in order to allow time for a competitive tender exercise if that was deemed necessary, before agreeing to a further extension.</p> <p>All Governors approved the proposals to re-appoint KPMG for a third year and to bring forward the annual assessment in 2015.</p> |  |
| <b>GETTING INVOLVED – LOOKING AND LISTENING</b> |  |  |
| 54/14   | <p><b>Governor feedback from back to the floor visits</b></p> <p>Jackie Griffin reported that she had attended a cleanliness audit in the Child Assessment Unit and a Communications Team branding meeting. She recommended that all Governors take part in cleanliness audits. She said the inspection was sprung upon the department and that they had performed a full audit, the results of which were positive.</p> <p>Judith Green said that dates for the 2015 round of cleanliness audits were now available on the Trust website. She also mentioned that the FT Office was hoping to organise opportunities for Governors to visit the wards in the run up to Christmas.</p> <p>Nick Jeffrey said that he had visited Ward M2 and had been amazed at the cleanliness of such an old ward. He was also very impressed by the commitment of the staff, particularly the domestics he spoke to.</p>   |  |
| <b>COUNCIL MATTERS</b>                          |  |  |
| 55/14   | <p><b>Any other business</b></p> <p>Nick Jeffrey thanked Governors for their involvement in what had been a difficult and long meeting. He said that was pleased at the way the issues had been discussed, that members of the Council of Governors understand their responsibilities and are prepared to exercise their statutory responsibilities</p>  |  |
| 56/14   | <p><b>The meeting closed at 8.45pm</b></p>   |  |