



SHAPE OUR FUTURE

**A Consultation on our NHS Foundation
Trust Constitution: Summary**



Dr Peter Barrett Chairman
Nottingham University
Hospitals NHS Trust



Dr Peter Homa Chief Executive
Nottingham University
Hospitals NHS Trust

Introduction

Nottingham University Hospitals NHS Trust is looking to the future.

We are proud of the reputation we have established and the central role we play as a provider of high quality healthcare in Nottingham and beyond. Now we want to take healthcare, teaching and research to a new level for all our patients, partners and staff.

We have a clear vision of our future. Quite simply, we want to be the best in the country. We want to build on our achievements as a high performing, forward-thinking organisation, providing easily accessible, quality healthcare to people in greater Nottingham, the East Midlands and beyond.

We believe we can best achieve this by becoming an NHS Foundation Trust. The full consultation document explains what becoming an NHS Foundation Trust will mean in detail. This document is designed to provide you with a brief overview.

We would like to hear what you think of our proposals, so that our final application can be truly representative of your views. You can tell us what you think by completing the consultation form at the back of this document.

Our consultation will run from
18 February to 13 May 2009.

**This information is available in different languages and formats.
For information, please contact (0115) 970 9975.**



Our Vision

Our vision is to be the country's best acute teaching healthcare provider by 2016.

As an NHS Foundation Trust we will continue to be part of the NHS, providing care delivered with privacy and dignity, throughout people's lives. This care will be free to the patients using it.

We believe that we have four very important roles:

- Local hospitals, providing high quality care for local people
- A leading provider of specialist services in the East Midlands
- Top ranked University teaching hospitals
- As a good corporate citizen, we play our part in the community and environment

How your NHS Foundation Trust will be run

An NHS Foundation Trust has members. One of our key objectives will be to establish an active membership from all backgrounds. This will mean patients, local people, healthcare partners and staff, who all want to be more involved in the development of our services and facilities.

A stronger local voice

As a membership organisation we will have thousands of people with a real interest in the way that their hospitals are run. We are committed to demonstrating that what they say really matters and showing that they can influence the decision-making processes.

We want to ensure that the Trust is run effectively. Our governance arrangements will be different from those currently in place. Governance is the term we use to describe the arrangements that make sure we work in the public interest. There will be three main aspects to our proposed governance arrangements:

- **Members**
- **Board of Governors**
- **Board of Directors**

What is a Foundation Trust?

NHS Foundation Trusts are a new type of NHS organisation and were created to move power away from central government to the local community. This is done through having real engagement through signed-up members and representative Governors making key decisions about the work of the Trust.

AS A FOUNDATION TRUST YOU CAN EXPECT:

- Continuing high standards of care and patient safety
- More involvement for you
- More say in how your hospitals are run
- A chance to elect people to represent you
- More financial freedom to improve services
- Less control from central government

A FOUNDATION FOR YOUR FUTURE:

Why we want to become an NHS Foundation Trust

- More influence
- Improving services
- Forging closer links with the wider community
- Local freedoms
- More freedom to invest
- Stronger partnerships
- Greater involvement

What it means to be a Member

One of the main benefits of becoming an NHS Foundation Trust is that there is the opportunity for far greater local ownership and involvement of patients, the public and staff.

As an NHS Foundation Trust we will be accountable to our members through a new Board of Governors. Members have a key role in electing the Board of Governors.

Members can decide their own level of involvement and commitment. As a member you will not receive any payment or preferential NHS treatment, but you will:

- Receive regular information about the Trust and be involved in helping to shape our future direction and development.
- Be able to stand for election yourself, or vote for others who you would like to represent you on the Board of Governors.

Public Members

Members of the public who wish to become involved with the NHS Foundation Trust will be able to apply to become members of the NHS Foundation Trust.

Local residents, patients and their carers, Trust volunteers and contractors can all become public members as long as they are aged 16 or over.

We want to build a broad membership that reflects the diversity of the local communities in which we work.

We propose to divide the public constituency into the following four areas:

- Nottingham City
- Nottingham County (excluding Nottingham City)
- Derbyshire County (including Derby City)
- Rest of England and Wales

This reflects the fact that we serve both the people of Nottinghamshire and of Derbyshire but we also have a role for the wider community.

No special qualifications are required to become a public member, only a genuine interest in the future of the Trust and its services.

Staff Members

We believe that our staff are central to the achievement of our vision and we want all of our staff to become members of the Foundation Trust automatically, unless they choose to 'opt-out' – an approach allowed by law. Membership of the staff constituency and details of the constituency classes can be viewed in detail in the complete version of the consultation document.

Anyone who does not qualify for membership of the staff constituency will be encouraged to become a member of the public constituency.

Board of Governors

Representing your views

Members elect the Board of Governors to represent them. It is a legal requirement that over half the Governors will be the representatives of local people. The rest of the Governors will be elected by our staff or will be appointed from local organisations who work in partnership with us.

Governors act as representatives of their electors (elected Governors) and appointors (appointed Governors) and provide a link with the wider community. They work in partnership with the



Board of Directors by giving support and advice to the Trust Board in relation to future services and strategic direction. Governors also appoint the Chair and Non-Executive Directors of the Board of Directors.

Any member is eligible to become a Governor so long as they are not disqualified on statutory or other grounds. These rules will be clearly set out in the Trust's constitution.

OUR PROPOSALS

Monitor requires all Governors to be aged 16 years or over (although a higher minimum age is allowed). We propose that Governors must be aged 16 years or over.

We believe that our Board of Governors should be of an appropriate size to undertake its responsibilities. We propose that it is made up of 39 members, as follows:

ELECTED PUBLIC GOVERNORS

These Governors will be elected by the area of the public constituency that they represent:

- | | |
|--|-----------|
| • Nottingham City | (9 seats) |
| • Nottinghamshire County (excluding Nottingham City) | (9 seats) |
| • Derbyshire County (including Derby City) | (2 seats) |
| • Rest of England and Wales | (2 seats) |

| | |
|--|-----------|
| Total elected Public Governors: | 22 |
|--|-----------|

ELECTED STAFF GOVERNORS

These Governors will be elected by the class of the staff constituency that they represent:

- | | |
|---|-----------|
| • Medical and Dental | (1 seat) |
| • Nursing and Midwifery (including unqualified) | (2 seats) |
| • Scientific, Professional and Technical/ Allied Health Professionals | (1 seat) |
| • Admin and Clerical and Senior Managers | (1 seat) |
| • Ancillary/Maintenance | (1 seat) |
| • Clinical Support | (1 seat) |

| | |
|---------------------------------------|----------------|
| Total elected Staff Governors: | 7 seats |
|---------------------------------------|----------------|



APPOINTED GOVERNORS

These Governors will be appointed to give a voice to the Trust's local partner organisations. We propose:

- | | |
|---|----------|
| • NHS Nottingham City (Primary Care Trust) | (1 seat) |
| • NHS Nottinghamshire County (Primary Care Trust) | (1 seat) |
| • Nottingham City Council | (1 seat) |
| • Nottinghamshire County Council | (1 seat) |
| • University of Nottingham | (1 seat) |
| • Nottingham Trent University | (1 seat) |
| • Nottinghamshire Police | (1 seat) |
| • New College Nottingham | (1 seat) |
| • Greater Nottinghamshire Partnership | (1 seat) |
| • East Midlands Ambulance Service NHS Trust | (1 seat) |

| | |
|-----------------------------------|-----------------|
| Total Appointed Governors: | 10 seats |
|-----------------------------------|-----------------|

Elections of public and staff members to the Board of Governors will be held every three years. A term of office is therefore a maximum of three years. A mid-term appointment would also count as one term.

The Board of Governors will meet in public at least four times a year. They will not be paid for the work they undertake but will be able to claim reasonable out of pocket expenses, at the Trust's applicable rates for Governors.

Board of Directors

The Trust's Board of Directors will be made up of Executive and Non-Executive Directors who are appointed for their expertise. They are responsible for the strategic direction, management, leadership and day-to-day running of the organisation. We propose that the Trust's Board of Directors should consist of:

- A Non-Executive Chairman
- Five other Non-Executive Directors
- Five Executive Directors

COMMITTEES

The Board of Directors is required to have:

- an Audit Committee
- a Remuneration Committee (to decide the terms and conditions of Executive Directors)
- an Appointments Committee (to oversee the appointment of Executive Directors)

In addition, we propose to have the option to create a small number of allied committees of the Board of Directors to ensure the best assurance about effective use of Trust's resources and risk management.

A Change of Name

If our application to become an NHS Foundation Trust is successful, we propose to change our name to **Nottingham University Hospitals NHS Foundation Trust**.

YOUR VIEWS LET US KNOW WHAT YOU THINK

Your feedback is important to us. You can make your views known to us in several ways.

- Complete the detachable form and send it back to us (**deadline: 13 May 2009**)
- Complete the form online at www.nuh.nhs.uk
- Attend a public meeting
- Contact the Trust directly either in writing or over the phone

CONTACT US

For information concerning the consultation process, NHS Foundation Trust or Nottingham University Hospitals NHS Trust, **please contact freephone 0800 731 0319 (open between 8.30am - 5pm Monday to Friday).**

PUBLIC MEETINGS

Please come to our public meetings to find out more on our application and to feedback your views.

Thursday 12 March - 6pm

1862 Suite, Notts County Football Club

Tuesday 17 March - 6pm

Lindhurst Rooms, Mansfield Civic Centre

A feature presentation will be followed by a question and answer session. Refreshments will be available. The sessions are expected to last until no later than 8pm.



HAVE YOUR SAY

We want to know what you think

Now that you have read about our proposals, we would like to hear your views on our plans to become an NHS Foundation Trust.

Please note that in order to receive feedback, you will need to give your contact details.

☐ Please tick here if you want to remain anonymous or if you don't want us to publish your views

ABOUT YOU (optional)

I am a: Patient ☐ Member of the public ☐ Member of staff ☐

Name

Address

| | |
|--|----------|
| | Postcode |
|--|----------|

Telephone No. (optional)

Email address (optional)

Male ☐ Female ☐ Date of Birth

Age

My ethnic group is:

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Asian | <input type="checkbox"/> Chinese | <input type="checkbox"/> Mixed – White/Black Caribbean | <input type="checkbox"/> White British |
| <input type="checkbox"/> Bangladeshi | <input type="checkbox"/> Indian | <input type="checkbox"/> Pakistani | <input type="checkbox"/> White Irish |
| <input type="checkbox"/> Black | <input type="checkbox"/> Mixed – Other | <input type="checkbox"/> Somali | <input type="checkbox"/> Yemeni |
| <input type="checkbox"/> Black African | <input type="checkbox"/> Mixed – White/Asian | <input type="checkbox"/> Vietnamese | <input type="checkbox"/> Other |
| <input type="checkbox"/> Black Caribbean | <input type="checkbox"/> Mixed – White/Black African | <input type="checkbox"/> White | <input type="checkbox"/> Don't want to say |

We would like your views on the following key questions: >>>

HAVE YOUR SAY

We want to know what you think

Question 1 – Do you feel our proposed development plans focus on the right areas?

Yes ☐ No ☐ Don't know ☐

Question 2 – Do you agree with our proposals for public membership?

Yes ☐ No ☐ Don't know ☐

Question 3 – Do you agree that the proposed minimum age for members should be 16 years?

Yes ☐ No ☐ Don't know ☐

Question 4 – Do you agree with our proposed structure of four public constituencies?

Yes ☐ No ☐ Don't know ☐

Question 5 – Do you agree our proposals for staff membership are the right ones?

Yes ☐ No ☐ Don't know ☐

Question 6 – Do you agree with our proposed arrangements for Elected Public Governors?

Yes ☐ No ☐ Don't know ☐

Question 7 – Do you agree with our proposals for Elected Staff Governors?

Yes ☐ No ☐ Don't know ☐

Question 8 – Do you agree with our proposals that the minimum age for Governors should be 16 years?

Yes ☐ No ☐ Don't know ☐

Question 9 – Do you agree that the partner organisations we have identified are the right ones?

Yes ☐ No ☐ Don't know ☐

Question 10 – Do you agree with our proposed arrangements for the Board of Directors?

Yes ☐ No ☐ Don't know ☐

Question 11 – Do you agree with our proposed change of name?

Yes ☐ No ☐ Don't know ☐

ANY ADDITIONAL COMMENTS

Please use additional paper if required

We will review all your comments as part of the consultation process and keep them on record. If you would like us to respond to your views, please tell us your name and how to contact you.

Please return your comments to the address below no later than **13 May 2009**.

Return address:

**Freepost Membership
Engagement Services**

This is all you need to write on the envelope and there is no postage to pay.

We will keep a record of all responses. If you would like us to respond to your views, please fill in your name and contact details.

**THINKING OF
BECOMING A MEMBER?
CONTACT US TODAY!
SEE PAGE 6.**