Do you agree we have the number of staff governors right?

Yes
No

Do you think we are representing the right staff groups?

Yes
No

Do you think we have the right number of public Governors, from each constituency?

Yes
No

Do you believe that becoming a Foundation Trust will help us to meet our vision for the future?

Yes
No

Do you agree with our plans for staff membership?

Yes
No

Do you agree with the vision we have set out for the future?

Yes
No

Do you agree with:

- a minimum age of 16 for all Members
- a minimum age of 18 for all Governors

Do you agree with the membership constituencies we propose are right?

Yes
No

Do you agree with:

- a minimum age of 16 for all Members
- a minimum age of 18 for all Governors

Do you have any other comments to make about our proposals?

Please complete this form from Britain along the perforation, must be the gland region and mail.

Would you be interested in standing for election to be a Governor?

Yes
No

Be part of the conversation

We look forward to receiving your comments and views on our NHS Foundation Trust proposals. Any comments or views, no matter how minor, are welcome and we will use the comments to shape our application for NHS Foundation Trust status.

You can send us your comments by folding and sending this page. Or you can complete the questionnaire online by visiting www.thh.nhs.uk/foundation.

Please tick the relevant box and add comments.

Do you agree with the number of staff governors right?

Yes
No

Do you think we are representing the right staff groups?

Yes
No

Do you think we think the right number of public Governors, from each constituency?

Yes
No

Do you believe that becoming a Foundation Trust will help us to meet our vision for the future?

Yes
No

Do you have any other comments to make about our proposals?

Become a Member

We welcome your application to become a member of The Hillingdon Hospital NHS Trust.

By supporting your local hospital and services in this way you can play a real and important part in the future development of your healthcare service. Membership is free.

Name:
Address:
Postcode:
Date of Birth:
Tel no:
Email:

It will help us to monitor how effective our consultation has been if you would fill in the following details. You do not need to provide this information. Any information you give will be used in accordance with the Data Protection Act 1998.

Age Group:

- 16-18
- 19-30
- 31-40
- 41-50
- 51-65
- 65+

Ethnic Group:

- White British
- White Other
- Mixed
- Black
- Asian
- Chinese
- Other

As a Member, how would you like to be kept informed about the Trust?

- Newsletter
- Email
- Meetings

Do you have a disability?

Yes
No

As a Member, how would you like to be kept informed about the Trust?

Yes
No

Are you a member of staff?

Yes
No

We welcome your views

This is a consultation document about The Hillingdon Hospital NHS Trust application to become an NHS Foundation Trust.

If you would like this information in another language or format, you can contact us by visiting the Foundation Trust Communications Office, The Hillingdon Hospital, Field Health Road, Uxbridge, Middlesex, UB8 3NN or email us at foundation@thh.nhs.uk or by calling Freephone 0800 8766 953.

Consultation Response Form

Please complete this form. Detach along the perforation, must be the gland region and mail.
A bright future for our hospitals

The Hillingdon Hospital NHS Trust, which manages the Hillingdon Hospital and Mount Vernon Hospital, wants to become an NHS Foundation Trust. We are seeking local people to become Members of the new organisation. This booklet explains what a Foundation Trust is, details how we believe it will help us develop our services with your help, and describes how you can apply to be a Member. This document is also our formal consultation document. We ask a number of questions throughout the booklet, and these are all brought together in the questionnaire at the end.

As part of our Foundation Trust application we are carrying out a 12 week public consultation which will enable patients, the public, our staff, MPs, local councils, other NHS organisations and members of the voluntary sector to have their say on our proposals.

We believe becoming a Foundation Trust will benefit our hospitals, patients, public and staff.

Foundation Trusts operate independently of the Department of Health and the Strategic Health Authority, but are still part of the National Health Service and healthcare will continue to be delivered according to core NHS principles – free care, based on need and not the ability to pay. They are legally independent organisations called Public Benefit Corporations which answer to their local communities rather than to central government. Foundation Trusts give their own staff, patients and local residents a real opportunity to play their part in the future of their hospitals, by becoming Members or Governors of the Trust. Foundation Trusts are permitted to use their financial surpluses to develop healthcare services for local people, under strict controls imposed by the independent national regulator, Monitor.

We have already made great strides in involving local people in how we provide services. We believe the time is right for us to take this next step and create a Foundation Trust to further develop and in particular to rebuild our hospitals.

We strongly believe that becoming a Foundation Trust will further benefit the people we serve and the local community. It will build on the already good links we enjoy with our community and enable you to have greater involvement and engagement with your hospitals.

We welcome your comments and feedback and would like to strongly encourage you to be part of the conversation and become a Member.

David McVittie
Chief Executive

Tony Valentine
Chairman
Our hospitals

The Hillingdon Hospital NHS Trust is a general hospital seeing over 350,000 patients each year from the local area and from all over the world. It is the designated receiving hospital for major incidents at London Heathrow Airport.

We employ over 2,400 staff at Hillingdon and Mount Vernon and our annual turnover is £151m.

We have, this year, started to build a treatment centre at Mount Vernon Hospital in Northwood, which will enable us to treat more patients as day cases.

Our services have been developed by taking into account the views and experiences of all sections of the community and patient representatives. We work closely with the Patient and Public Involvement Forum who have helped us with a number of initiatives, including improvement of our signposting at both Hillingdon and Mount Vernon hospitals and a number of monitoring visits around departments on both sites.

The Trust has set up ‘Patients in Partnership’ – a public meeting where patients and the public are invited to provide valuable feedback to the Trust on how well we are meeting patients’ needs. This group has assisted with the development of our inpatient magazine and annual report and has helped develop new menus reflecting cultural preferences. The Trust has also embarked on an inpatient survey programme inviting weekly feedback which enables us to improve our services.

The progress we have already made with public involvement provides us with an excellent base from which to work with our Members as an NHS Foundation Trust.
Our people

The combined effort and hard work of everyone who works for us meant that last year we were able to provide the following care and treatment to our community:

- 117,190 people were cared for by A&E at Hillingdon Hospital and the Minor Injuries Unit at Mount Vernon Hospital
- 3,862 babies were delivered in our labour ward
- 208,808 people had outpatient appointments
- 49,721 patients were admitted for planned and emergency operations and day surgery.

The Trust employs*:

- Nurses and midwives: 770
- Administrative and clerical support staff: 524
- Healthcare assistants, nursery nurses, students and trainees: 361
- Doctors and dentists: 330
- Scientific, therapeutic and technical staff: 317
- Maintenance and works staff: 119
- Directors and service managers: 30

Also part of the team at The Hillingdon Hospital Trust are 196 support staff who work for the Trust but are employed by external contractors in the cleaning and catering departments.

The Trust has nearly 400 volunteers who devote their time to the hospital. All of them are helping us to provide a high level of service to our patients and visitors.

*workforce data for May 2007
Our vision

The vision for the future is simple: we want to be the best general hospital in the country.

We want to build on the values of our staff to develop further the relationships we already have with the public and stakeholders, to provide excellence in:

- Treatment and care which is sensitive and responsive to the individual
- Recruiting, retaining and developing our staff
- Relationships with the people we serve and those with whom we work
- Innovation and improvement
- Financial stewardship.

We have complementary objectives for our two hospitals to offer a comprehensive health care service to the people of Hillingdon and surrounding boroughs. These are to redevelop Mount Vernon to create a health care village with a range of health services offering mutually supportive health care choices involving NHS and private services. At Hillingdon there is a clear need for an acute hospital in a modern reconfigured building providing a full range of emergency and specialist services to meet the needs of patients for the future.

Our clinical services development will be guided by a series of principles outlined in “Vision for Health Services in Hillingdon 2005”.

- People should receive high quality healthcare as close to home as possible
- Health is part of a wider network of care that supports people in the community
- People should receive appropriate treatment in the most appropriate place at the appropriate time
- With support, patients should be allowed to take control of their own health.

We have submitted an outline business case to rebuild the Hillingdon Hospital and we hope to gain approval for this proposal very shortly. Major construction work is already underway on our new Treatment Centre at Mount Vernon. This will enable us to undertake additional routine surgery and provide a range of other services at that hospital.

As a Foundation Trust we are confident that, through widening and deepening our relationship with our Members and local people, we can achieve our vision for your hospitals.
What are NHS Foundation Trusts?

Foundation Trusts are a new type of organisation that are accountable to their local communities. Patients, public and staff can have a much bigger influence on health services.

- The local community, patients and staff become Members of the Trust and directly elect the Governors from the membership. The Governors work with the Board of Directors to ensure that the Trust looks after the interests of patients and local people. That way, the Governors actually play a role in helping to set the overall strategic direction of the organisation.

- The Trust will be able to use its funds to develop services tailored to the particular needs of its patients and local communities.

- The Trust will be able to retain any money generated from better performance, the sale of assets or an increase in income. This money will then be used to improve patient services.

- The Trust will have extra flexibility to recruit and retain staff which will enable it to use their skills, experience and views to improve care and treatment of patients.

- Foundation Trusts remain part of the NHS and have a legal duty to co-operate with other local partners, using their freedom in ways that fit with NHS principles and are consistent with the needs of other local NHS organisations.

Better for patients

Becoming a Foundation Trust will make the new organisation more accountable to patients and local people who will have much more say in how services are run.

Better for staff

Building on our work with staff representatives and staff forums, we will increase the contribution that staff make to corporate decision making by having six staff Governors. The Board would like all staff to automatically become Members of the Trust, unless they choose to opt out.

What do we have to do to become a Foundation Trust?

We are obliged to apply for a licence to operate as a Foundation Trust. As part of that application, we are writing a long-term plan that will set out how we are going to develop and improve our services for our local community.

We have to demonstrate that:

- Our services are of a high quality and make a difference to the local community
- We have the numbers of staff with the right skills to deliver the services we provide now and want to provide in the future
- We can establish a strong membership and know how we plan to involve people that choose to become Members
- Our risks of failure are low
- Our finances are in good order.

We are also required to consult widely with patients, the public, our staff, local authorities, partnership organisations and our wider community to give them the chance to comment on our plans to become a Foundation Trust, how we plan to operate and the services we plan to offer.
How the Trust will be run and managed

The Governance structure for Foundation Trusts has three main strands:

1. The Members
2. The Governors
3. The Board of Directors

The Members

Public Members
Membership will be open to all individuals who live within the public constituencies of the Trust.

- Membership will be free and people who become Members will:
  - Elect representatives to serve as Governors
  - Have the opportunity to stand for election as a Governor
  - Be eligible for appointment as a Non-executive Director of the Foundation Trust (dependent on criteria)

- Be kept informed of plans for future developments of the Trust and have the opportunity to influence the Trust's strategic plans
- Be able to attend meetings and events with their elected Governors, the Board of Directors and other senior managers
- Receive information about the Trust and its plans
- Be able to work with the Trust on public and patient involvement initiatives by taking part in surveys and research projects and offer their views on proposed changes to services.
The minimum age at which you can become a Member is 16. To become a Governor you will need to be at least 18.

We are intending to have three public constituencies – North, Central and South. The map below shows the areas covered by each constituency.

To be a Member, you must live in one of the areas indicated on the map.
Staff members

We are confident that most of our staff will want to be involved in governing the Foundation Trust and we are proposing to automatically make all current and future staff part of the membership. There will be a process for staff to opt out if they do not want to be Members. Staff who opt out will not be able to vote in elections for staff Governors but otherwise they will not be treated any differently from staff who stay as Members.

Staff can be Members as long as they:
- have a contract of employment which does not have a fixed term, or
- have a contract of employment with a fixed term of at least 12 months or
- have been continuously employed for 12 months.

The opportunity to become a staff Member will also apply to our volunteers, those on honorary contracts who exercise functions for the purpose of the Trust and staff employed at our hospitals through independent contractors.

The staff constituency will be a single constituency with all staff opted in. Six Governors will be elected by the whole constituency. The following table shows the number of Governors that will represent each staff group.

<table>
<thead>
<tr>
<th>Staff group</th>
<th>Number of governors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctors and dentists</td>
<td>1</td>
</tr>
<tr>
<td>Nurses and midwives (including health care assistants)</td>
<td>2</td>
</tr>
<tr>
<td>Allied health professionals and scientific staff</td>
<td>1</td>
</tr>
<tr>
<td>Support staff</td>
<td>2</td>
</tr>
</tbody>
</table>

The Governors

An essential element of becoming a successful Foundation Trust will be a governing body that strengthens links with the local community and provides knowledge on the needs and wishes of local people.

The Governors will:
- Appoint (or remove) the Chairman and the Non-executive Directors
- Represent the interests of Members and local stakeholders
DO YOU AGREE WITH OUR PLANS FOR STAFF MEMBERSHIP?

- Provide the perspective of the wider community (as appropriate) and develop their understanding of the environment in which the FT operates
- Hold meetings that are open to all our Members at least three times a year
- Approve the remuneration and allowances, and other terms and conditions of office, for the Non-executive Directors
- Appoint or remove the auditors of the Trust
- Be presented with the annual report and accounts
- Approve at a general meeting or otherwise, the appointment of the Chief Executive
- Give the views of the Governors to the Directors for the purpose of preparing the forward planning documents of the Trust, which will be given each financial year to the independent regulator
- Respond as appropriate when consulted by the Directors
- Develop the membership strategy and represent the interests of Members
- Ensure compliance with the terms of the Trust's authorisation
- Ensure that our Governors effectively represent our membership and partners.

We are proposing a governing body of up to 29 people.

Public Members of the Trust will elect the majority of Governors. Each constituency – North, Central and South – will elect five Governors. Staff will elect six Governors.

In addition to public and staff Governors, there will also be appointed Governors. Hillingdon Primary Care Trust and the London Borough of Hillingdon will each appoint one Governor.

Up to six Governor positions will be offered to partnership organisations to ensure that we have representation from stakeholders who we believe are key to the future development of our hospitals.

Executive and Non-executive Directors will make up the Board of Directors and will be led by the Chairman.

Breakdown of Governors

- 15 public members
- 6 partnership
- 2 appointed
- 6 staff

DO YOU AGREE WITH THE STAFF GROUPINGS AND THE NUMBER OF STAFF GOVERNORS?
The consultation process

Consultation is used by Government and public sector organisations to involve large numbers of people in important decisions. They give members of the public the opportunity to comment on proposals being made and to suggest alternatives.

We want to hear from you and would be grateful if you could send your feedback by 30th September 2007. You can respond in a number of ways:

• Fill in the response form at the back of this document
• Come to a public meeting between July and September. You will find details of your nearest meeting at the back of this document. We will also publicise these meetings on our website and in the local press.

What will you do with my views?
We need to know whether patients, staff and local people agree with our proposals. Your views will help us refine our proposals before we make our final Foundation Trust application.

• Write to us at Foundation Trust Communications Office, Hillingdon Hospital, Pield Heath Road, Uxbridge, Middlesex UB8 3NN
• Email us at foundation@thh.nhs.uk
• Visit our website at www.thh.nhs.uk/foundation

We might not be able to make all the changes you suggest, but we will consider every response with an open mind. At the end of the consultation we will prepare a summary of all the responses received and the changes we have made to our plans as a result of your suggestions.
What next?

- 9th July – 30th Sept – Public Consultation on the proposed application
- 1st November – Formal request to the Secretary of State for Health for support for the application
- By end of Dec 2007 – Secretary of State’s decision on which Trusts will be supported
- From Jan 2008 – Monitor’s authorisation process
- April 2008 – Earliest possible authorisation from Monitor

FAQs

What are NHS Foundation Trusts?
NHS Foundation Trusts are Public Benefit Corporations, membership organisations free from central government control. However, there is an independent regulator called Monitor to protect the public interest. If we make a surplus as a Foundation Trust, we can invest this back into our services. As a Foundation Trust, we will be able to borrow for capital projects such as new buildings. Like the NHS, Foundation Trusts have to deliver on national targets and standards, but are free to decide how to achieve these.
What are the benefits of becoming a Foundation Trust?
Foundation Trusts have more choice to decide how to run their affairs and deliver services. As an NHS Foundation Trust, we will move more quickly in the direction we wish to go, allowing us to shape and modernise our services to meet local needs. The membership side of a Foundation Trust will make sure we deliver better patient and public engagement.

Are Foundation Trusts separate from the NHS?
No. Foundation Trusts are part of the NHS and are committed to the core principles of treating NHS patients according to clinical need, free at the point of delivery.

What does becoming a Foundation Trust mean for staff?
Staff will have involvement in developing our strategy through staff Membership.

Who will run the hospital?
In the same way as the current structure, the hospital will have a Chief Executive, Executive Directors and a Board of Directors who will manage the Trust.

Public meetings
We will be holding public meetings to discuss our proposals further and to listen to your views. These will be held on:

Thursday 19th July, Hillingdon Hospital Education Centre – 7.30-9pm

Wednesday 29th August, Mount Vernon Postgraduate Centre – 7.30-9pm

Tuesday 11th September, Hillingdon Hospital Education Centre – 7.30-9pm

We would also be happy to attend any group meetings to provide more information on the consultation. If you would like for this to be arranged, please use the contact details at the end of this document.
Please complete this form from Britain along the perforation, route to the gland region and seal.

Become a Member
We welcome your application to become a member of The Hillingdon Hospital NHS Trust. By supporting your local hospital and services in this way you can play a real and important part in the future development of your healthcare service. Membership is free.

Name:
Address:
Postcode:
Date of Birth:
Tel no:
Email:

It will help us to monitor how effective our consultation has been if you would fill in the following details. You do not need to provide this information. Any information you give will be used in accordance with the Data Protection Act 1998.

Age Group: 
- 16-18
- 19-30
- 31-40
- 41-50
- 51-65
- 65+

Ethnic Group: 
- White British
- White Other
- Mixed
- Black
- Asian
- Chinese
- Other

As a Member, how would you like to be kept informed about the Trust? 
- Newsletter
- Email
- Meetings

Do you have a disability? 
- Yes
- No

Would you be interested in standing for election to be a Governor? 
- Yes
- No

Be part of the conversation
We look forward to receiving your comments and views on our NHS Foundation Trust proposals. Any comments or views, no matter how minor, are welcome and we will use the comments to shape our application for NHS Foundation Trust status.

You can send us your comments by folding and sending this page. Or you can complete the questionnaire online by visiting www.thh.nhs.uk/foundation.

Please tick the relevant box and add comments.

Do you agree with the vision we have set out for the future? 
- Yes
- No

Do you agree with the membership constituencies we propose are right? 
- Yes
- No

Do you agree with: 
- a minimum age of 16 for all Members
- a minimum age of 18 for all Governors

Do you agree with our plans for staff membership? 
- Yes
- No

Do you agree we have the number of staff governors right? 
- Yes
- No

Do you think we are representing the right staff groups? 
- Yes
- No

Do you think we have the right number of public Governors, from each constituency? 
- Yes
- No

Do you believe that becoming a Foundation Trust will help us to meet our vision for the future? 
- Yes
- No

Do you have any other comments to make about our proposals?

Consultation Response Form

Are you a member of staff or public?

We welcome your views
This is a consultation document about The Hillingdon Hospital NHS Trust application to become an NHS Foundation Trust. If you would like this information in another language or format, you can contact us by writing to the Foundation Trust Communications Office, The Hillingdon Hospital, Field Heath Road, Uxbridge, Middlesex, UB8 3NN or email us at foundation@thh.nhs.uk or by calling Freephone 0800 8760 953.

Please complete this form. Detach along the perforation, route to the gland region and seal.
Do you agree we have the number of staff governors right?

Yes  
No

Do you think we are representing the right staff groups?

Yes  
No

Do you think we have the right number of public Governors, from each constituency?

Yes  
No

Do you believe that becoming a Foundation Trust will help us to meet our vision for the future?

Yes  
No

Do you have any other comments to make about our proposals?

Become a Member

We welcome your application to become a member of The Hillingdon Hospital NHS Trust. By supporting your local hospital and services in this way you can play a real and important part in the future development of your healthcare service. Membership is free.

Name:

Address:

Postcode:

Date of Birth:

Tel no:

Email:

It will help us to monitor how effective our consultation has been if you would fill in the following details. You do not need to provide this information. Any information you give will be used in accordance with the Data Protection Act 1998.

Age Group:

Ethnic Group:

As a Member, how would you like to be kept informed about the Trust?

Newsletter  
Email  
Meetings

Do you have a disability?

Yes  
No

Would you be interested in standing for election to be a Governor?

Yes  
No

Be part of the conversation

We look forward to receiving your comments and views on our NHS Foundation Trust proposals. Any comments or views, no matter how minor, are welcome and we will use the comments to shape our application for NHS Foundation Trust status.

You can send us your comments by folding and sending this page. Or you can complete the questionnaire online by visiting www.thh.nhs.uk/foundation. Please tick the relevant box and add comments.

Do you agree with the vision we have set out for the future?

Yes  
No

Do you agree with:

a minimum age of 16 for all Members

a minimum age of 18 for all Governors

Do you agree with our plans for staff membership?

Yes  
No

Do you have any other comments to make about our proposals?

Do you agree we have the number of staff governor right?  
Yes  
No

Do you think we are representing the right staff groups?  
Yes  
No

Do you think we have the right number of public Governors, from each constituency?  
Yes  
No

Do you believe that becoming a Foundation Trust will help us to meet our vision for the future?  
Yes  
No

Do you have a disability?  
Yes  
No

Are you a member of staff or public?

We welcome your views

This is a consultation document about The Hillingdon Hospital NHS Trust application to become an NHS Foundation Trust.

If you would like this information in another language or format, you can contact us by sending to the Foundation Trust Communications Office, The Hillingdon Hospital, Field Heath Road, Uxbridge, Middlesex, UB8 3NN or email us at foundation@thh.nhs.uk or by calling Freephone 0800 8766 953.
THE HILLINGDON HOSPITAL
AND MOUNT VERNON HOSPITAL
PUBLIC CONSULTATION
9 JULY – 30 SEPTEMBER 2007
OUR FUTURE AS AN NHS FOUNDATION TRUST
BE PART OF THE CONVERSATION
THE HILLINGDON HOSPITAL
Pield Heath Road
Uxbridge
Middlesex
UB8 3NN
MOUNT VERNON HOSPITAL
Rickmansworth Road
Northwood
Middlesex
HA6 2RN

Mr Mark White
Chief Executive
The Hildrington Hospital NHS Trust
Rushcham Road
Uxbridge
UB8 3NN