

## Council of Governors (Public) Minutes – 9 December 2020

**Chair:** Ms Susan Symington

### Public Governors:

Mrs Margaret Jackson (MJ), City of York  
Mr Michael Reakes (MR), City of York  
Dr Rukmal Abeysekera (RA), City of York  
Mrs Helen Fields (HF), City of York  
Mrs Angela Walker (AW), Bridlington  
Mrs Josie Walker (JW), Bridlington  
Mrs Catherine Thompson (CT), Hambleton  
Mrs Jeanette Anness (JA), Ryedale and East Yorkshire  
Mrs Sheila Miller, Public Governor, Ryedale & East Yorkshire  
Mr Andrew Butler (AB), Ryedale & East Yorkshire  
Dr Ian Mackay Holland (IH), Scarborough  
Mr Keith Dawson (KD), Selby  
Mr Doug Calvert (DCa), Selby  
Mr Stephen Hinchliffe (SH), Whitby

### Appointed Governors

Mr Paul Johnson, YTHFM  
Mr Gerry Richardson, University of York  
Ms Dawn Clements, Hospices  
Ms Jo Holloway-Green, MIND  
Cllr Chris Pearson, Appointed Governor, NYCC

### Staff Governors

Mrs Helen Noble (HN), Scarborough/Bridlington  
Mrs Sharon Hurst (SHu), Community  
Ms Maya Liversidge (ML), Scarborough/Bridlington  
Mrs Vanessa Muna (VM), York  
Dr Gerry Robins (GRo), York

### Attendance

Mr Simon Morrith, Chief Executive  
Mr Jim Dillon, NED  
Mr Matt Morgan, NED  
Dr Lorraine Boyd, NED  
Mrs Lynne Mellor, NED

Mr S Holmberg, NED  
Mr D Watson, NED  
Mrs Lynda Provins, Foundation Trust Secretary  
Mrs Tracy Astley, Assistant to Foundation Trust Secretary

## **Observers**

5 members of the public

## **Apologies for Absence:**

Mrs Liz Black, Public Governor, Scarborough  
Ms Sally Light, Public Governor, York  
Mr Dylan Roberts, Chief Digital Information Officer  
Mrs Wendy Scott, Chief Operating Officer  
Mrs Heather McNair, Chief Nurse  
Mrs Jenny McAleese, Non-executive NED

## **20/30 Chair's Introduction and Welcome**

Ms Symington welcomed everybody and declared the meeting quorate.

## **20/31 Declarations of Interest (DOI)**

The Committee acknowledged the changes to the DOI.

## **20/32 Minutes of the meeting held on the 1 September 2020**

The minutes of the meeting held on the 1 September 2020 were agreed as a correct record.

## **20/33 Matters arising from the minutes**

There were no matters arising from the minutes.

Action Log - the Committee noted that all actions had been completed.

## **20/34 Update from the Private Meeting held earlier**

Ms Symington updated the committee on the topics discussed in the private meeting held earlier. These included: -

- Chair's report
- Matters relating to the Trust name change and Constitution changes
- NomRem Committee feedback
- Governor Forum
- A brief from Mrs McAleese giving an update on the Audit Committee
- Succession planning of the Lead Governor

## **20/35 Chief Executive's Update**

Mr Morritt gave an overview of his paper and discussed the following: -

- Smoking Cessation – from 1 August all Trust sites went smoke free. All smoking shelters were removed. It clearly presents some challenges for the Trust but from a public health perspective it was the right thing to do.
- Covid-19 update - lateral flow kits were now being used. It had not affected sickness rates. Hull has begun its vaccination programme this week for the over 80s age group. Mr Morritt was still waiting for confirmation when the Trust will receive a supply of vaccines in York.
- ICS – Mr Morritt referred to the NHSE/I document “Integrating Care: the next steps for building strong and effective integrated care systems across England” and highlighted the link where the document could be found for information. It will have consequences for all NHS Trusts as each ICS will have overall responsibility for reviewing each Trust’s expenditure within its group.
- North Yorkshire & York Devolution – there was a need to simplify the two-tier arrangements currently in place in the region in order to move forward. It will have consequences for the Trust on how it will manage services and it will integrate services within the region.
- New Name for the Trust – York & Scarborough Teaching Hospitals Foundation Trust. Mr Morritt gave an update on progress and said the timing of the implementation would be discussed at Board.

Mr Butler referred to the East Coast Review and stated that from the public’s point of view not a great deal seemed to be happening and the Trust needed to demonstrate the progress being made. Mr Morritt replied that there had not been much progress because of the pandemic and will not be for the remaining part of this year for the same reason. The timing was going to be Covid dependent. He spoke about relaunching an East Coast Transformation Programme in the new year and the reconfiguration proposals for the next financial year. He spoke about the business case to transform Scarborough Emergency Department and the opportunity to include an additional floor to provide critical care and coronary care within that footprint. In terms of milestones, discussions have been taking place internally and Mr Morritt would be able to provide the Council with an update at the beginning of the next financial year.

Mr Butler stated that it had been 2½ years and given the situation in Scarborough and the East Coast there were many local people who wanted answers. It would be greatly appreciated if the Trust could hasten the process. Mr Morritt replied that he was hoping to have an update on progress at the start of the financial year but future decisions were not made just within the Trust but within the ICS.

Mrs Fields asked Mr Morritt’s opinion on the changes that will take place within the Trust. Mr Morritt replied that there will be great change with respect to services and finances. He thought there would be no immediate change to Foundation Trusts other than the statutory obligation to collaborate with partners.

Mrs Thompson asked where Mr Morritt thought the opportunities lay to safeguard services along the East Coast through that collaboration with partners. Mr Morritt replied that those conversations needed to take place.

Mrs Thompson referred to local authority configuration, and Mr Morritt's preference for a North Yorkshire & York model rather than an East and West model, and asked what the reasoning was for his preference. Mr Morritt replied that the regional NHS and the ICS have already expressed support for North Yorkshire County Council to become a unitary Council. Those relationships already exist and were well established. Ultimately, it was the decision of the government, not the Trust or the ICS.

Mrs Thompson asked where the Council of Governors fitted into the new regime. Mr Morritt replied that the Council of Governors had some control over what the constituencies would be so a change in local authority would not necessarily mean a change for the Council but this would need to be discussed.

Mrs Anness asked what role governors would play in the ICS and how would there be public representation. Mr Morritt replied that there was an oversight group which the Trust's Chair sits on and this subject was often talked about. There was talk, but no progress yet of having, probably twice per year, large marketplace events for all stakeholders which would include governors from Foundation Trusts. It was a live debate but no clear answers yet. Ms Symington added that it will be business as usual until the Trust was informed otherwise.

Mr Reakes referred to the timing of the Trust name change and asked how he would convince sceptics to do it at the moment during this difficult time. Mr Morritt replied that the timing of the name change was to be discussed at Board. He would not like to do it whilst the Trust was dealing with a pandemic.

## **20/36 Quality Committee update**

Mr Holmberg gave a summary of 4 topics that the Committee had been engaged with.

- Pandemic and its management – regular assurance was received from the executives on how the Trust was dealing with this. The second wave had been really difficult and had put more pressure on staff to deal with the pandemic as well as carrying out business as usual. Infection control has also been an issue which the committee was monitoring closely.
- Cancer Waiting Lists – the Trust had done well keeping pace with visible cancer demand but was concerned that patients were not attending GPs to be referred or were arriving at the Trust later in their illness which restricted the treatment that could be offered. Mr Holmberg gave an overview of some of the changes to Cancer Services and the concerns around this.
- Governance – this was a major issue but good progress was being made. Streamlining of committees that fed up to the Quality Committee were taking place to ensure there was a clear route.
- CQC – it was probable that an inspection will take place next year and the committee has been working through the action plan. A CQC check list has also been created to ascertain how the Trust would fare on an inspection in order to make any improvements.

Mr Butler referred to the CQC asking the Trust to stop reporting the Scarborough staffing figures as the vacancy rate was reducing, and asked Mr Holmberg if he had assurance and was also sighted on the quality and skill mix at Scarborough. Mr Holmberg replied that it was a fluid situation. Staff everywhere were being asked to work out of their comfort zone. The point of escalating this issue was to give good news that the CQC was confident that staffing issues were being managed effectively.

### **20/37 Resources Committee update**

Mr Watson gave a summary of the topics that the Committee had been engaged with.

- Finance - the government support with Covid has been immense. The Trust will be going on to a new system on 1 April 2021.
- LLP – appointment of Mr Beverley as the new managing director has brought a significant improvement in facilities management, cleaning and catering services.
- IT – Mr Roberts was in the process of identifying the greatest risks within the IT structure and will discuss with Mr Bertram, Finance Director, a financial plan to fix the issues. Hopefully that work will be completed during the early part of next year.
- BAF – there was a concern that the risks on the BAF may not be reflected on the Corporate Risk Register. Management have engaged a consultant to look at this to make progress.

Dr Robins stated that as a clinician, from a non-workforce point of view, IT and real estate were the biggest two issues that staff encountered on a daily basis. It was reassuring to hear that progress was being made. He asked for reassurance that when feedback was being given on how these issues were being dealt with that the committee triangulate this with what was happening at ward level. Mr Watson replied that there would be a direct channel between members of the committee and ward level. He spoke about KPIs and how these will be used to measure the progress made. Mrs Mellor added that Mr Roberts was working with each Care Group. Dr Boyd said that the Quality Committee was also focussed on IT and estate issues and was looking at how these impacted on quality and patient experience.

Mrs Anness stated that she was delighted with the progress being made in the IT area. She asked Mr Watson if the committee received any assurance from the LLP around the issues picked up during the PLACE visits. Mr Dillon replied that there was still a significant amount of work to be done. Mr Johnson stated that it was an exhausting time for the LLP and the Trust. Mr Beverley had made a significant impact within the LLP during his short period within the role. It was work in progress.

Mrs Anness asked if Mr Watson was assured there was VFM regarding the consultant appointment to look at the BAF. Mr Watson gave assurance that the Trust was receiving VFM.

Ms Liversidge spoke about the progress within IT and asked if this could be communicated to staff as this would be a huge boost to them. Mr Morrill replied that he would speak to Mrs Brown, Director of Communications, about this. He would send a message out around the Trust's IT priorities during the next six months. Ms Symington added that a 4-hour IT workshop for Board had been arranged in January.

### **20/38 Governors' Reports**

- Lead Governor Report - Mrs Jackson gave an overview of her report and no further questions were asked.
- Governor Forum – Mrs Jackson summarised the discussions that took place at the Governor Forum including setting up a Whats App group so governors can keep in touch with each other, creating a buddy system for new governors, provided an update on the Chair’s six-month appraisal, and thanked the governors for their contribution to the Quality Report.
- Transport Group - Mrs Miller gave an overview of her report and no further questions were asked.
- Out of Hospital Care - Mrs Jackson gave a summary of the meeting including a presentation by Sal Katib about community paediatric services. She wondered if this would be a good topic for Membership Matters and a membership event. LP replied she would look into it.
- Charity Fundraising Committee – Ms Liversidge commented that the Charity had become very popular during Covid and there had been an increase in sponsors which was very positive. The Committee were busy planning for the next year.
- Fairness Forum - Mrs Anness gave a summary of her report and highlighted a concern around the lack of progress on providing a prayer room with ablution facilities for Muslim staff at Scarborough Hospital. Ms Liversidge commented that the work at Scarborough had already started. Ms Symington added that funds had just been agreed to install the same facilities at York Hospital and should be completed by the end of Q4. This was charity money from the central NHS Charity to help provide the facilities.

Mr Butler asked why this particular issue had been around for some time and if the Forum knew the reporting route to raise concerns. Ms Symington replied that it was related to capital spend, priorities and space. Mrs Anness added that she asked Prof. Morgan to escalate it to the Board sub-committees.

Mr Johnson stated that the LLP were doing quite a lot of schemes requested by the Trust and was not putting any project on the back burner. It was down to time, delivery and costs.

**Action: Mrs Astley to facilitate an article in Membership Matters and set up an event on Community Paediatric Services.**

### 20/39 Questions from the Public

Ms Symington summarised the recent events that have taken place with Nigel Smith, John Wane and Jean Wormwell. She and the Chief Executive will be meeting with John Wane and Jean Wormwell next week. With regard to Nigel Smith, she is writing to him and will include the governors’ responses. She will provide feedback once received.

### 20/40 Items to Note

The Council received reports from the Membership Development Group, the Constitution Review Group and the results of the recent Governor Election. No questions were asked.

#### **20/41 Reflections on the meeting**

- Abbreviations in the papers needed spelling out in full.
- A lot of noise interference. It was vital for members to turn off their microphones when not speaking.

#### **20/42 Any other business**

No further business was discussed.

#### **20/43 Time and Date of the next meeting**

The next meeting will be held on **16 March 2021**, via Webex. Details TBC.

#### **ACTION LOG**

<b>No.</b>	<b>Date of Meeting</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Due Date</b>	<b>Comments</b>
1	09.12.20	Facilitate an article for Membership Matters on Community Paediatric Services.	TAA	Mar 21	
2	09.12.20	Set up a membership event on Community Paediatric Services.	TAA	Mar 21	