

Bolton NHS Foundation Trust – Council of Governor Meeting 12 August 2021

Location: Zoom

Time: 1730 –1930hrs

<i>Time</i>		<i>Topic</i>	<i>Lead</i>	<i>Process</i>	<i>Expected Outcome</i>
17:30		Welcome and Introductions	Chair	Verbal	Welcome to all attendees and introductions for new governors
	1.	Apologies	Chair	Verbal	To note
	2.	Declarations of Interest	Chair	Verbal	To note
	3.	Minutes of meeting held on 10 June 2021	Chair	Minutes	For approval
	3.1	Matters arising	Chair	Verbal	To note
	4.	Chair update and report from July Board of Directors	Chair	Verbal update	To receive an update on key current issues
18.00	5	Operational Update	Chief Operating Officer	Presentation	To receive an update on current operational pressures and recovery
18.20	6	Equality, Diversity and Inclusion (EDI) Strategy update	Lisa Gammack	Presentation	To engage with Governors on the development of the EDI Strategy
18.45	7.	Election update	Director of Corporate Governance	Presentation	To note
18:50	8	Governor Quality Sub Committee feedback	Grace Hopps	Minutes	To note the minutes of the Governor Strategy sub committee
19.00		Any Other Business	Chair	Verbal	To note
		To consider a resolution to exclude the press and public from the remainder of the meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted			
19.05		Board composition, NED recruitment and succession planning	Chair / Director of Corporate Governance	Presentation	To note
19.25		Close			

Date and Time of next meeting – 14 October Annual Members’ Meeting

Meeting: **Council of Governors**
 Date: **Thursday 10 June 2021**
 Time: **17:30**
 Venue: **Via Zoom**



Present:

Donna Hall (Chair)	Chair Bolton FT	DH
Janet Whitehouse	Governor – Bolton West	JW
Grace Hopps	Governor – Bolton West	GH
Pauline Lee	Governor – Bolton West	PL
Janice Drake	Governor – Bolton West	JD
Mohammed Iqbal Essa	Governor – Bolton North East	MIE
Jane Lovatt	Governor – Bolton North East	JL
Oboh Achioyamen	Governor – Bolton North East	OA
Derek Burrows	Governor – Bolton South East	DB
Kayonda Ngamaba	Governor – Bolton South East	KHN
William Crook	Governor – Bolton South East	WC
Karen Morris	Governor – Rest of England	KM
Dipak Fatania	Governor – Staff	DP
Tracey Holliday	Governor – Staff	TH
Martin Anderson	Governor – Staff	MA
Dawn Fletcher-Wilder	Governor – Staff	DFW
Janet Roberts	Governor – Staff	JR
Dawn Hennefer	Governor – Appointed	DH
Susan Baines	Governor – Appointed	SB
Ann Schenk	Governor – Appointed	AS
Leigh Vallance	Governor – Appointed	LV

In Attendance:

Fiona Noden	Chief Executive	FN
Esther Steel	Director of Corporate Governance	ES
Martin North	Non-Executive Director	MN
Alan Stuttard	Non-Executive Director	AS
Malcolm Brown	Non-Executive Director	MB
Jackie Njoroge	Non-Executive Director	JN
Rebecca Ganz	Non-Executive Director	RG
Andrew Thornton	Non-Executive Director	AT
Andy Ennis	Chief Operating Officer	AE
Rachel Noble	Deputy Director of Strategy	RN
James Mawrey	Director of People	JM
Annette Walker	Director of Finance	AW
Karen Meadowcroft	Chief Nurse	KM
Ibrahim Ismail	Shadow NED	II

1. Welcome and Apologies

The Chair welcomed everyone to the meeting. Apologies were noted from Hilary Collins, Margaret Parish, Sharon Martin and James Mawrey.

2. Declarations of Interest

There were no declarations of interest in relation to items on the agenda.

3. Minutes of the previous meeting held on 8th April 2021

Approved

The minutes of the previous meeting were approved as a correct record of the discussions held.

Governors agreed that Zoom was a better format for meetings, a request was made that consideration should be given to recording meetings or webcasting to share recordings for transparency.

3.1 Matters arising from minutes of 8th April 2021

No matters arising.

4. Chairs Update from May Board of Directors

The Chair presented an update reflecting on recent discussions at the Board of Directors, ongoing work with partners and the continued challenge of coping within a pandemic.

Governors were thanked for their part in communicating with the wider public with recognition of the work by many partners across the Bolton system to coordinate the vaccine roll out in Bolton.

Governors discussed the challenge to ensuring maximum uptake of vaccination in some areas of the community. Governors recognised the work of Primary Care staff, especially GP reception staff in supporting the vaccination programme with a request that the thanks of the Bolton NGS FT governors should be noted.

Board members also received a presentation on the work of the cultural specialist midwife to help women in Bolton have better births and reduce the number of still births (to be added to the programme for the Governor Quality Committee).

Other Board updates included:

- Staff wellbeing
- Nurse Staffing
- Maternity services
- Estates Masterplan and Hospital Improvement Plan
- Charity branding
- Evolution as an Integrated Care Trust

5. **Operational Update**

The Chief Operating Officer provided an update on urgent care pressures and COVID 19, further detail on the recovery plan to be shared at the next meeting.

Bolton has been subject to national interest, COVID rates remain higher than in other areas with a recent surge in younger age group patients. People coming into hospital are younger than in the first wave and the majority have not been vaccinated as at the time had not been eligible (too young).

The expectation is that in time COVID will become a flu like seasonal virus.

There is now increasing pressure in A&E with attendances increasing to over 400 a day. The Trust will be working to address demand – although attendances have increased there has not been an increase in admissions indicating that the increase is in relation to expectation and demand rather than need.

An audit will be taking place across Greater Manchester to understand why patients are attending A&E to enable design of services to meet need.

Working to maintain cancer and elective work, close to achieving the target for cancer treatment for the quarter - recognition that this is a fantastic effort given the challenges in the system.

Comments/Questions

Governors discussed the challenge of increased A&E attendance, the challenge of contacting GPs and the impact this might have on A&E attendance.

In response to a question about telephone triage/111 first, the COO advised that services are being used but are risk averse, the planned survey will ask about the use of telephone triage services prior to attending.

GP workloads have increased and there is national recognition of the challenge and the management of need/want to stream patients appropriately and ensure patients with urgent need are seen without undue delay.

The strategy of developing as a Local Care Trust to work closely with partners in neighbourhoods will be key to addressing system issues.

In discussing the current wave of COVID infections, Governors discussed the high rates in younger people and school children

6. **Estates Strategy Update**

Rachel Noble, The Deputy Director of Strategy presented an update on the Estates Masterplan and the proposed bid to the Hospital Improvement Plan setting out the case for change and the approach to develop the vision for the RBH site. The proposal presents an opportunity to develop a hospital that is fit for the future, Covid secure, maximising space and digital opportunities.

There have been a number of engagement opportunities including with Governors, the public and other stakeholders. We have an estate that is in need of significant repair and upgrade and it would be more economical to build a new hospital.

RN shared slides and a video setting out the blueprint for the proposed development and architect drawings of the proposal and overall transformation of the site.

The proposal will be submitted to NHSE/I for consideration before a full work up of the business plan commences.

Comments/Questions

Governors thanked the Deputy Director of Strategy for her presentation and welcomed the opportunity for the Trust and for the population of Bolton.

In response to a question about the housing on the plan, RN advised that there were no plans to sell the land, this would be a plan to utilise the land over the long term, potentially working with the local authority to provide housing for key workers.

Governors discussed the development in phases, the financial implications of the investment in the estate and the associated revenue costs in relation to the upkeep of the building. Questions were also asked on the management of parking spaces and future opportunities to work with the Christie.

A suggestion was made to name areas of the building after prominent Bolton women – although not for this stage of the bid suggestions were welcome.

The Deputy Director of Strategy assured Governors that there were no plans to sell land, the Christie have been working with us on the plans for chemotherapy provision and have provided a letter of support for the bid.

7. Membership Engagement

The Director of Corporate Governance provided an update on member engagement, the planned project with Bolton University did not have the impact we hoped.

A half day course has been arranged for Governors to look at member engagement.

Recognition that there is lots to do to increase our member engagement and this will be a focus for the second half of 2021/22.

Elections

Governors advised that the process for annual elections will start in July, governors eligible for re-election have been contacted.

8. Governor Strategy Sub Committee Feedback

Janet Whitehouse provided an update on the last meeting of the Governor Strategy Committee.

Attendance good, possibly reflecting the ease of access to Zoom meetings.

Governors at the meeting received updates on the Operational Plan, the Hospital Improvement Plan and the development of Integrated Care Systems.

No issues to escalate.

A question was raised about Cost Improvement Targets and plans in light of all other challenges, in the absence of the Director of Finance, the COO advised that despite all other challenges divisions have continued to plan and deliver on their CIP.

9. Any Other Business

The Chair thanked all Governors for their involvement and engagement.

Staff Awards

The Director of Corporate Governance advised that the staff awards would be held by Zoom on June 25 2021 – all governors invited.

12. Date and Time of Next Meeting

Thursday 12 August 2021 at 17:30.