

Bolton NHS Foundation Trust – Council of Governor Meeting 9th July 2020

Location: Education Centre

Time: 1730 –1900hrs

<i>Time</i>		<i>Topic</i>	<i>Lead</i>	<i>Process</i>	<i>Expected Outcome</i>
17:30		Welcome and Introductions	Chair		
	1.	Apologies	Chair		To Note
	2.	Declarations of Interest	Chair		To note
	3.	Minutes of meeting held on 10 th March 4 th 2020	Chair	Minutes	For approval
	3.1	Matters arising			
17:35	4.	CEO Reflections	CEO	Verbal	
17:45	5.	Covid-19 Update	Chief Operating Officer	Presentation	To receive and note
18.45	6.	Proposed resolution : that representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted			
	7.	Any Other Business	Chair		
19:00		Close			

Date and Time of next meeting – TBC

Meeting **Council of Governors**
Time **5.30 p.m.**
Date **10th March 2020**
Venue **Seminar Room 1, Education Centre**

Present

Donna Hall	Chair
Bill Crook	Public Elected Governor
Darren Knight	Appointed Governor
Dawn Fletcher-Wilde	Staff Governor
Derek Burrows	Public Elected Governor
Grace Hopps	Public Elected Governor
Janet Whitehouse	Public Elected Governor
Jim Sherrington	Appointed Governor
Laila Dawson	Public Elected Governor
Leigh Vallance	Appointed Governor
Oboh Achioyamen	Public Elected Governor
Pauline Lee	Public Elected Governor
Sorie Sesay	Public Elected Governor
Susan Baines	Appointed Governor
Tracey Holliday	Staff Governor

In Attendance

Alan Stuttard	Non-Executive Director
Andy Ennis	Chief Operating Officer
Annette Walker	Director of Finance
Esther Steel	Trust Secretary
Jackie Bene	Chief Executive
Malcolm Brown	Non-Executive Director
Rebecca Ganz	Non-Executive Director
Rick Catlin	Assistant Director of Infection Prevention and Control
Victoria Lomas	Corporate Governance Manager

Apologies

Pat Grocock	Dipak Fatania	Janice Drake	Martin North
Margaret Parrish	Iqbal Essa	Martin Anderson	Dawn Hennefer

2. Declarations of Interest

Esther Steel Company Secretary, iFM Bolton

3. Minutes of Meeting held 14th January 2020

Were approved as a true and accurate record.

3.1. **Matters Arising**

In response to a query it was confirmed that the iFM Bolton does contribute to the Apprenticeship Levy and has apprentices within the company.

As iFM Bolton is a Limited company it has to be independent from the Trust which means Governors do not have a role in the organisation but Governors are responsible for holding the whole Board to account which includes iFM Bolton.

Governors can participate in PLACE Inspections if they wish.

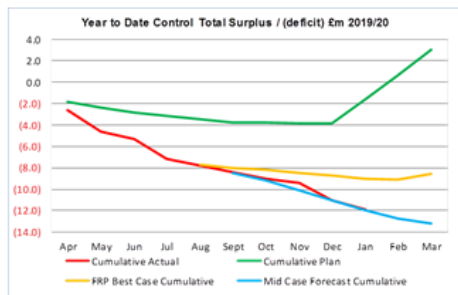
4. **Chair Update**

Governors were informed that this would be Jackie Bene’s last meeting and the Chair and Governors thanked her for her work.

5. **Finance Update**

The Director of Finance provided an update on the financial position advising that the Trust had planned for a surplus of £3.2m but the mid case position is a deficit of £13.2m and with PSF income of £7.1m would mean a year end deficit of £6.1m.

Finance Update – Month 10



- Control total – planned surplus of £3.2m
- Mid case £13.2m deficit
- PSF income of £7.1m
- Year end deficit of £6.1m

The difference from plan is due to a combination of reduced income and shortfalls on cost improvement programmes.

The organisation has plans in place to prevent the current position worsening further.



The financial overview for 2020/21 was outlined advising that if no actions are taken there will be a deficit of £28m the majority of this due to Agenda for Change pay rises for staff of £10m.

Discussions will be held with GM around the possibility of receiving financial recovery funding which the Trust is not currently in receipt of. The whole GM position is also at risk.

It was confirmed that the financial strategy is under development with a three to five year timescale.

Assurance was provided that any significant funding required for Covid-19 will be claimable from the Government.

Governors were assured that all possible actions were being taken to recover the position.

Resolved: the update was noted.

6. **Coronavirus Update**

The Governors received an update on the Coronavirus update from the Assistant Director of Infection Prevention and Control

It was confirmed that scenario planning has been completed and the organisation will need to plan for up to 20% of staff being absent. Elective procedures and outpatient appointments could be cancelled as staff will be required to work in other areas and this would prevent patients coming into hospital and being put at risk.

Bed modelling suggests there could be between 40 – 60 additional patients. It was advised that currently bed capacity runs at around 88 – 92% but we will need this to be around 86% to manage.

Governors queried whether visiting could be restricted and it was confirmed this is in the plan of options that could be taken.

Other options include considering how corporate staff could be used differently along with volunteers.

It was noted that one of the main challenges is around how the voluntary sector is affected as they provide a lot of support to the Trust.

Governors thanked Rick and Andy and particularly Rae for their work.

7. **Resolved - having regard to the confidential nature of the business to be transacted, the Governors approved a resolution to exclude the press and public**

9. **Any Other Business**

With no further business the meeting closed at 7.00pm

10. **Date and Time of Next Meeting**

12th May 2020 at 5.30pm in the Education Centre