

Public Council of Governors, Minutes of the meeting held via Microsoft Teams on 4 June 2020, 10:15am.

Attended

Helen Taylor, Chair of ESNEFT (Chair)
Chris Hall, Public Governor, Colchester
Joanna Kirchner, Public Governor, Colchester
Michael Horley, Public Governor, Colchester
Paul Ellis, Public Governor, Colchester
Ian Marsh, Public Governor, Ipswich
Ron Llewellyn, Public Governor Ipswich
Janet Brazier, Public Governor, Rest of Essex
John Price, Public Governor, Rest of Essex
Elizabeth Smith, Public Governor, Rest of Essex
Jane Young, Public Governor, Rest of Essex
David Gronland, Public Governor, Rest of Essex
Gillian Orves, Public Governor, Rest of Suffolk
Gordon Scopes, Public Governor, Rest of Suffolk
David Welbourn, Public Governor, Rest of Suffolk and Lead Governor
John Alborough, Public Governor, Rest of Suffolk
Isaac Ferneyhough, Staff Governor, Colchester

Sharmila Gupta, Staff Governor, Colchester
Louise Palmer, Staff Governor, Ipswich
Neil MacDonald, Stakeholder Governor, IBC/SCC
Gordon Jones, Stakeholder Governor, SCC
Vikki Jo Scott, Stakeholder Governor, University of Essex
Royston Dove, Stakeholder Governor, Colchester Garrison
Deborah Potticary, Stakeholder Governor, Healthwatch Essex

Also in Attendance

Denver Greenhalgh, Director of Governance
Tammy Hughes, Head of Corporate Governance
Nick Hulme, Chief Executive
Neil Moloney, Deputy Chief Executive and Managing Director
Shane Gordon, Director of Strategy, Research and Innovation
Angela Tillett, Medical Director
Paul Fenton, Director of Estates and Facilities
Melissa Dowdeswell, Director of Nursing
Adrian Marr, Director of Finance

Rebecca Driver, Director of Communications and Engagement
Mike Meers, Director of ICT
Leigh Howlett, Deputy Director of HR
Jo Wood, Assistant Director of HR
Mark Finch, Capital Project Manager (Mechanical & Electrical)
Carole Taylor-Brown, Deputy Chair and Senior Independent Director
Elaine Noske, Non-Executive Director
Julie Parker, Non-Executive Director
Eddie Bloomfield, Non-Executive Director
Richard Spencer, Non-Executive Director
Richard Youngs, Non-Executive Director
Hussein Khatib, Non-Executive Director
Sarah Jones, Executive Assistant
Luke Mussett, Membership and Engagement Officer (Scribe)

Apologies

Carlo Guglielmi, Stakeholder Governor, Essex County Council

Items were not necessarily discussed in order of the agenda

1. Welcome and Apologies

1.1 Helen Taylor (HT), Chair, welcomed all of those in attendance via Microsoft Teams. This was a new approach for the Trust in setting up a virtual meeting. It would allow the Council of Governors (COG) and public to meet safely and remotely in respects to

shielding and social distancing. She hoped no one found it too difficult to access the meeting.

1.2 HT noted the apologies for the meeting (listed above).

2. Governors' Declarations and Register of Interests

2.1 There was no new declarations of interest made by the COG.

2.2 Luke Mussett (LM), Membership and Engagement Officer, noted that Tony Rollo, Stakeholder Governor for Healthwatch Suffolk, was no longer going to be the Chair of that organisation. However, he was to continue serving on their board as a Director and would remain their appointed governor.

2.3 LM continued that Maj. Royston Dove, Stakeholder Governor for Colchester Garrison was moving on in his career and the Garrison would be appointing a new governor at some point before July.

3. Previous minutes from the 5 March 2020 Public Council of Governors meeting

3.1 No changes were requested.

4. Chair's Report

4.1 HT began her report with the sad news of the death of a former Public Governor. Rev. David Miller. He had served as a public governor for the rest of Suffolk constituency from spring 2019 to earlier this year before stepping down from the role due to ill health. The Trust had passed on condolences to his family.

4.2 HT gave special thanks to Michael Horley (MH), Public Governor for Colchester, who had served three terms of office (the maximum number allowed) at the end of June. She explained MH had been lead governor for Colchester Hospital University Foundation Trust and for East Suffolk and North Essex NHS Foundation Trust. This would be his last COG meeting and she wanted to thank him for being a great supporter of the Trust. MH thanked her for her kind words.

4.3 HT also noted this would be Julie Parker (JP), Non- Executive Director's (NED) final meeting as well before she moved on to a new role with Mid and South Essex Foundation Trust. She thanked JP for the richness she gave to debates in her role. She was pleased to know that JP would still be a benefit to another Trust with her phenomenal attention to detail and her approach to always look for the right thing for patients.

- 4.4 HT noted thanks to JP and MH from Nick Hulme (NH), Chief Executive and David Welbourn (DW), Public Governor for Rest of Suffolk and Lead Governor and members from the council.
- 4.5 HT moved on to discuss that it was national volunteer's week and highlighted the good work volunteers had been doing in our own Trust. She reflected on the way that volunteers and staffs personal and professional lives had greatly changed since the last meeting in March and today there would be presentations on the Covid19 response and on staff wellbeing linking to this.
- 4.6 To the COG, HT said that she offered an invitation for a new opportunity for them to have an important part to play. There was to be many transformation activities in the long haul for the organisation and governors would be a part of this.
- 4.7 Continuing her updates HT noted Hugh Pym from the BBC had visited the Trust during the recovery phase to highlight the positive innovations being carried out as we encouraged the public to regain confidence to use services they required.
- 4.8 HT highlighted that June was national Pride month and that the LGBTQ network had their Annual Members Meeting.
- 4.9 The Trust now had a BAME network called EMBRACE. The Equality and Diversity Team would be playing a key role in how there had been disproportionate effects to the Covid19 pandemic on our BAME communities.

5. Covid19 Update

- 5.1 NH gave a verbal update. He opened with how it was difficult to select a point on where to start from but acknowledged this had been the biggest leadership challenge he had ever faced. It had been a unique experience that covered troubles for staff with home schooling and other personal and professional challenges with little opportunity for downtime.
- 5.2 NH continued that BAME staff had been having a troubled time with mortality rates connected to the pandemic and with the racism and anger being displayed around the world. He continued it was important to listen and try to understand, then to do our best to support them. We were also entering a deep recession and some staff would require more support.
- 5.3 In terms of Covid19, we had passed the easy bit but now would be entering the next phase of greater challenges. This included antibody testing where the Trust was given three days to launch a programme. Members of our staff had been going the extra mile behind the front line to launch an app. We would now be offering support to staff in Trusts across the East of England.

5.4 NH addressed the governors to say they had a role to play in using their position to remove the fear people had in coming in to hospital. He noted there had been irresponsible social media posts made by staff across the NHS. He clarified the NHS had never been overrun. The message to protect the NHS had been misinterpreted and there could now be a clinical risk much greater than Covid19 if not addressed now. NH told governors he wanted them to deliver the message that it was safe to go to our hospitals and together they could change the perception of the NHS. There would be a balancing process now to start safely reopening services. He opened the floor to any questions or comments from the Council

5.5 David Gronland, Public Governor for Rest of Essex, thanked Nick as the governors had been receiving the update emails to staff during the pandemic. He noted from these the daily death figures were no longer listed. NH confirmed that they had been removed from daily emails to be added to weekly reports.

5.6 Comments were then made by Vikki Jo Scott, Stakeholder Governor for University of Essex, Carole Taylor Brown, Deputy Chair and Janet Brazier, Public Governor for Rest of Essex of their personal experiences of being on site. Ron Llewellyn, Public Governor for Ipswich closed these comments with a reminder of how Isolation Hospitals used to have a stigma attached to them and it was important the NHS today did not gain this.

6. Care Quality Commission Update Action Plan Update

6.1 Denver Greenhalgh (DG), Director of Governance, gave a verbal run-through report from actions that had taken place in governance and audits in response to the CQC inspection.

6.2 The current action plan runs to December 2020 as certain staff had been redeployed due to the pandemic. When they returned they would be put back on the plan for it to hopefully be signed off in January 2021.

6.3 They would be auditing all things raised by the CQC including PFI Emergency Department compliance at Colchester and Information Governance.

6.4 There were no questions raised by the Governors.

7. Capital Programmes of Work at Ipswich Hospital Site

7.1 Mark Finch (MF), Capital Project Manager (Mechanical & Electrical), gave a presentation shared through Teams.

7.2 It started with a history of the site. Due to the age of certain areas, this had led to a significant amount of money being spent on infrastructure in the last year.

- 7.3 MF moved on to note there had been a redevelopment to the Ipswich site mortuary. This included adding a registrar facility and a bereavement suite.
- 7.4 Future developments included a new breast centre, child health development centre and work to the emergency department and the urgent treatment centre onsite.
- 7.5 MF noted there was an estates strategy that looked beyond the next five years, though funding was not yet secured for this. It included plans for endoscopy and a new women's centre.
- 7.6 NH commented at the end that there was a concern that there was a lack of equality in estate builds between Colchester and Ipswich. He wanted to highlight to the governors that as the Ipswich site was so much older than the Colchester one there was a backlog of invisible but essential works that were being carried out. He also noted all costings for this was made before the pandemic as well.
- 7.7 MF opened questions from the floor. David Gronland started with a series of questions. First was the PowerPoint did not include costings for everything had they been done? MF confirmed they were included in outline and in business cases but not all were tendered. Second, could profit be gained from the retail shops on site. MF confirmed that retail sites do provide an income for Ipswich Hospital. The third and final question was if renewable energy factors considered. MF confirmed that there was an energy and efficiency team that carry out this important role.
- 7.8 Isaac Ferneyhough, Staff Governor, Colchester noted the importance for staff to have space for them to relax for their wellbeing and that this should not be given up for retail opportunities. HT agreed that this was an important point and NH said this would definitely be considered for future developments.

8. Verbal Report from the Integrated Assurance Committee

- 8.1 DW had attended the committee meetings on behalf of the COG and gave a verbal feedback report. He opened with how impressed he had been with the assurance and the due diligence. He felt that none of the attention to detail had been lost due to the change in the approach due to the pandemic. This included the element that there had been no sense of duplication. He concluded that he felt the NED's and Executives focused on achievements and commanded assurance.

9. Staff Wellbeing Update

- 9.1 Jo Wood (JW), Assistant Director of HR, gave a verbal report to what the Trust was doing for staff wellbeing during the pandemic with the Wellbeing Programme and Covid

reference group. This included oversight of funds in preparation to support staff wellbeing.

9.2 Activities have included mental health first aiders visiting areas of our sites. The introduction of group relaxation sessions either virtually or face to face. There have also been personalised psych reports and welfare phone calls for those listed as working from home. The Trust was also looking at ways to help staff with concerns of financial support.

9.3 JW opened to questions from the Governors. The only question came from David Welbourn asking if there had been PTSD amongst the ITU staff. JW explained it was too early to tell and that this would be on the outset a confidential discussion with their GP. However, something like this could hit staff later.

10. Interim Non-Executive Director Appointments

10.1 HT confirmed that in the preceding private COG, the governors had formally approved the appointment of two vacancies on the board with two interim NEDs. Diane Leacock and Elaine Noske had been appointed for 6 months.

11. Lead Governor Report

11.1 DW referenced his Lead Governor report attached and provided commentary to expand on key points.

11.2 Topics included hopes that the whole Board would not lose momentum on public opinion during recovery and the governor's strategy and engagement group would be reinvigorated. HT added a comment on the importance of the work done by the strategy and engagement group.

12. Questions from Members of the Public

12.1 A local reporter asked NH from his feedback to the Council if the local press could have data on the recovery reports as the public would be interested in this. NH said that he would be happy to provide an overall report and some good news stories to accompany them if she contacted him outside of the meeting.

12.2 A follow up question was around the approach to self-isolating before procedures. Again NH said to drop him an email outside of the meeting and he would be able to provide more details to the plan.

13. Any Other Business



**East Suffolk and
North Essex
NHS Foundation Trust**

13.1 Gordon Scopes, Public Governor, Rest of Suffolk, asked if volunteers who were asked to stand down just as they were over a certain age could be allowed to return to carry out their work in the hospitals. NH said no, not at this time as they still fall into the highest vulnerable group.

13.2 MH wished to thank the governance team as during his time he had seen them make major changes. To NH he thanked him for being an inspiration and he enjoyed working with HT and asked her to take care. He noted JP would be missed by the Trust and that he was sorry he would not get to work with Elaine Noske or Diane Leacock. He also passed on thanks to LM and Tammy Hughes, Head of Corporate Governance.

13.3 No other business.

Meeting ended at 12:02