

**COUNCIL OF GOVERNORS ‘VIRTUAL’ MEETING**

**(PUBLIC)**

**Wednesday, 10th February 2021**

**1.30pm – 2.25pm**

**Due to the ongoing impact of the COVID-19 National Emergency / Restrictions and Guidance from NHSE/I on 28th March 2020 *(‘Reducing burden and releasing capacity at NHS providers and commissioners to manage the COVID-19 pandemic’), and associated updated Guidance regarding Provider Trusts’ Meeting & Governance arrangements (released on 6th July 2020) and the most recent Guidance (Reducing Burden and Releasing Capacity to Manage the COVID-19 Pandemic (26th January 2021),***

**the meeting was held ‘virtually’**

**NOTES OF MEETING**

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| **PRESENT:** | |
| Kathy Cowell | Presiding Chair – Group Chairman |
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| **Governors – Public Constituency:** | |
| Dr Syed Ali | Manchester |
| Ivy Ashworth-Crees | Rest of Greater Manchester |
| Dr Ronald Catlow | Rest of Greater Manchester |
| John Churchill | Manchester |
| Margaret Clarke | Trafford |
| Janet Heron | Manchester |
| Dr Michael Kelly | Manchester |
| Ann Kerrigan | Manchester |
| Paula King | Rest of Greater Manchester |
| Sheila Otty | Rest of England & Wales |
| Colin Potts | Rest of Greater Manchester |
| Jane Reader | Trafford |
| Carol Shacklady | Rest of Greater Manchester |
| Chris Templar | Eastern Cheshire |
| Christine Turner | Rest of England & Wales |
| Lisa Watson | Manchester |
| **Governors – Staff Constituency:** | |
| Priscilla Katapa | Nursing & Midwifery |
| Rachel Koutsavakis | Non-Clinical & Support |
| Prof Ian Pearce | Medical & Dental |
| Geraldine Thompson | Lead & Staff Governor - Other Clinical |
| **Governors – Nominated Partner Organisations:** | |
| Cllr Chris Boyes | Trafford Borough Council |
| David Brown | MFT Volunteer Services |
| Rev Charles Kwaku-Odoi | Caribbean & African Health Network |
| Bethan Rogers | Youth Forum |
| Circle Steele | Manchester BME Network |
| Cllr James Wilson | Manchester City Council |
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| **IN ATTENDANCE:** | |
| Prof Dame Sue Bailey | Group Non-Executive Director |
| Dr Ivan Benett | Group Non-Executive Director |
| Peter Blythin | Group Executive Director of Workforce & Corporate Business |
| Julia Bridgewater | Group Chief Operating Officer |
| Barry Clare | Group Deputy Chairman/Non-Executive Director |
| Prof Luke Georghiou | Group Non-Executive Director |
| Nic Gower | Group Non-Executive Director |
| Alison Haughton | Director of Operations – St Mary’s Hospital |
| Alwyn Hughes | Director of Corporate Services/Trust Board Secretary |
| Chris McLoughlin | Group Senior Independent Director/Non-Executive Director |
| Trevor Rees | Group Non-Executive Director |
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| **NOTES PREPARED BY:** | |
| Donna Beddows | FT Membership Manager / Interim Deputy Trust Board Secretary |
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| **APOLOGIES:** | |
| **Governors:** | |
| Esther Akinwunmi | Staff Governor - Other Clinical |
| John Cooper | Staff Governor - Nursing & Midwifery |
| Flo Emelone | Staff Governor - Non-Clinical & Support |
| Dr Shruti Garg | Nominated Governor - Manchester University |
| Cllr Julie Reid | Public Governor - Manchester |
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| **Agenda Item 1: Welcome to the Meeting of the MFT Council of Governors & Outline of Meeting Format** | | |
| The Group Chairman (Kathy Cowell) opened the meeting by thanking all present for participating in the Council of Governors (Virtual) Meeting.  Attention was drawn that due to heightened COVID-19 related commitments of the presenting Trust Officers, the running order/timings of the agenda had been established to permit officers to leave the meeting once they had presented and responded to Q&As from Governors. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Agenda Item 2: To Receive Apologies for Absence** | | |
| Alwyn Hughes, Director of Corporate Services/Trust Board Secretary informed participants of the following apologies received:  **Governors:**  Esther Akinwunmi - Staff Governor (Other Clinical)  John Cooper - Staff Governor (Nursing & Midwifery)  Flo Emelone - Staff Governor (Non-Clinical & Support)  Dr Shruti Garg - Nominated Governor (Manchester University)  Cllr Julie Reid - Public Governor (Manchester).  **Non-Executive Directors:**  John Amaechi – Group Non-Executive Director. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Agenda Item 3: Declarations of Interest** | | |
| Kathy Cowell, Group Chairman invited Governors to forward any declarations of interest. In response, no declarations of interest were received. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Agenda Item 4: Group Executive Directors’ Reports** | | |
| Key information in relation to each item presented made available to Governors (in preparation of the meeting), via the ‘*Council of Governors’ Public Meeting Presentation Pack (10th February 2021)*’.  **4.1) MFT’s Response to the on-going COVID-19 National Emergency**  **Latest position on General Capacity & Demand (inc. use of the Nightingale Hospital), Infection Prevention & Control and Test & Trace, and the Vaccination Programme**  Julia Bridgewater, Group Chief Operating Officer, presented key information in relation to the ‘Latest COVID-19 Position’, ‘Continued response to COVID-19’ and ‘Hospital Vaccination Hub’.  Associated Questions Raised by Governors:  Clarification was sought as to whether the Trust is actively lobbying the UK Government to reduce the new 11-12 week time period to receive the 2nd COVID-19 vaccine. In response, it was noted that members of MFT’s Senior Leadership Team (Miss Toli Onon – Joint Group Medical Director and Professor Cheryl Lenney – Group Chief Nurse) are involved in regular national team discussions and have actively represented the Trust throughout the planning stages. Attention was drawn that the COVID-19 Vaccination Programme was nationally led and the Trust, in response, would continue to adhere to the latest guidelines and directives. Of note, patients now aged 60+ years will start to receive their 1st dose over the coming weeks with 2nd dose vaccination programme due to commence for staff/patients from March 2020. Assurance was provided that the Trust’s Senior Leadership Team will continue to engage in active dialogue with National Team representatives going forward. Any adjustments to the administration of a 2nd Vaccination Jab would be in keeping with any new National Directives.  Clarification was sought as to whether the Trust was actively monitoring the COVID-19 variant that has been found in the South Manchester area (including the Moss Side locality). In response, assurance was provided that the Trust is closely monitoring the variant prevalence throughout GM with Professor Jane Eddleston (Group Joint Medical Director), reviewing the latest COVID-19 modelling exercises to assess the potential impact going forward. It was noted that the Trust was cautiously optimistic as overall COVID-19 admissions have started to reduce and it is hoped that as the vaccination programme progresses, will result in cases continuing to fall over the coming weeks.  Clarification was sought as to whether the Trust is involved in the development of new COVID-19 drug treatments alongside whether the Trust has ECMO facilities. In response, it was confirmed that the Trust has an ECMO service based at Wythenshawe Hospital. Attention was drawn that in the first wave of COVID-19, Wythenshawe Hospital ECMO capacity was increased. Of note, there are only 5 ECMO Centres (facilities) in the UK with Wythenshawe being one of these 5 Centres and receives patients from across the UK. Attention was drawn that the provision of ECMO treatments is very labour intensive and requires a dedicated team of specialist staff to care for patients (24/7). Confirmation was provided in relation to new and/or repurposed COVID-19 drug treatment trials undertaken within the Trust with key findings being shared with Governors, when available, going forward.  **Workforce**  Peter Blythin, Group Executive Director of Workforce & Corporate Business presented key information in relation to ‘Workforce: Staff Absence’, ‘Workforce: Risk Assessments’ and ‘Workforce – Five Priorities’.  Associated Questions Raised by Governors:  Clarification was sought as to whether COVID-19 staff videos were also available to the public to view. In response, the COVID-19 staff videos are specifically targeted to the internal/staff audience, and it was agreed to explore with IT whether the video links could be shared with Governors.  Clarification was sought as to whether the new staff health and wellbeing initiatives have inbuilt flexibility to accommodate staff increasing work demands/pressures, encountered under the current COVID-19 National Emergency, alongside the staff sickness/absence systems being more flexible to accommodate potentially more frequent short-term staff absences as a result of COVID-19. In response, it was confirmed that work is progressing to ensure that all members of staff have access to the health & wellbeing support that they require (and actively supported by Line Managers). The Trust has established new training programmes to support Line Managers with this process, with assurance being provided that the Trust will continue to actively monitor this on-going support framework.  Issues were cited in relation to an on-going grievance case involving Band 2 Healthcare Support Workers, with assurance being sought as to the Trust’s position in relation to this case. In response, assurance was provided that discussions with Staff Side Representatives have been on-going throughout this case. It was agreed that Governors would be updated on the overall outcome of the process.  **4.2) Reproductive Medicine Service Consultation Exercise - Update**  Alison Haughton – Director of Operations, Saint Mary’s Hospital, highlighted key information in relation to ‘Reproductive Medicine Service Consultation Exercise’ and specifically:   * GM-wide Commissioner led review, across the whole sector, being undertaken regarding the ‘Conception Service’ which is an independent review (outside of SMH remit). * Focus of review to determine optimal/sustainable models which are both operationally and financially viable and provide a service which is fit for the future alongside making improvements across the whole service. * Review group includes Clinicians who are integral in the key decision-making processes going forward - anticipated that a number of options will be determined for consideration and will include site/estate recommendations alongside administration models. * Anticipated that recommendations will be made available over the coming year alongside associated heightened public interest.   Associated Questions Raised by Governors:  Clarification was sought as to whether it is anticipated if some current NHS Conception Services will be transferred into the private sector going forward. In response, no decisions have been made to date, with attention being drawn that the key focus of the review is to ensure that improvements across the whole Conception Service are made with a further updates being shared with Governors when key decision-making milestones have been reached. | | |
| **Decision:**  **Information in relation to the new and/or repurposed COVID-19 drug treatment trials to be shared with Governors at ‘Chairman’s Surgery’ sessions going forward**  **Possibilities to be explored with IT as to whether COVID-19 staff video links can be shared with Governors**  **Band 2 Healthcare Support Workers Grievance Case – Governors to be updated on the overall outcome of the process.**  **Further update re; Reproductive Medicine Service Consultation Exercise to be provided to Governors as and when key recommendations are available** | **Action by:**  **Julia Bridgewater**  **Peter Blythin**  **Peter Blythin**  **Alison Haughton** | **Date:**  **To be determined when new information is available.**  **May 2021**  **To be advised**  **To be determined when new, updated information is available.** |

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| **Agenda Item 5.1: To approve the minutes of the Council of Governors’ ‘Virtual’ Meeting (public version) on 24th November 2020** | | |
| The minutes of the Council of Governors’ Meeting (public version) held on 24th November 2020 were approved as being an accurate record. | | |
| **Agenda Item 5.2: Matters Arising from Previous Minutes (24th November 2020)** | | |
| The Group Chairman (Kathy Cowell) informed Governors that all matters arising from the previous minutes had been progressed. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Agenda Item 6: Chairman’s Verbal Report** | | |
| The Chairman (Kathy Cowell) provided a verbal report with the following key information being highlighted:   * Thanks and appreciation were forwarded to MFT’s staff for their response to the latest, third peak in the COVID-19 Pandemic which is proving to be an exceptionally busy time as a result of COVID-19 admissions increasing across the Greater Manchester conurbation. * Two MFT colleagues have been recognised in the New Year’s honours list: * Sarah Wallace, Consultant Speech and Language Therapist has been awarded an OBE. The Honour recognises Sarah’s work as an internationally recognised leader and senior clinician within the field of dysphagia and critical care in speech and language therapy (SLT) as well as her essential role in responding to the COVID-19 pandemic. * Julie Cawthorne, Assistant Chief Nurse for Infection Prevention & Control (IPC) has been awarded an MBE. The Honour recognises Julie’s outstanding contribution to patient safety over a 40-year career in nursing, in addition to her vital role in responding to the COVID-19 pandemic * This month (February) is LGBT+ History Month which celebrates LGBT+ people in all their diversity, raises awareness, and combats prejudice with education. The theme for 2021 is Body, Mind, Spirit. MFT has an LGBT+ staff network of over 600 colleagues, who identify as LGBT+ or are allies to the network. * MFT has recruited its final participant into a leading COVID-19 vaccine trial. The Janssen Phase 3 COVID-19 vaccine study is testing the safety and effectiveness of a new two-dose vaccine, versus a placebo, in preventing moderate to severe/critical coronavirus disease. The vaccine candidate has been developed by The Janssen Pharmaceutical Companies of Johnson & Johnson, as researchers around the world continue to work to secure a range of vaccines and treatments to help tackle COVID-19. The recruitment of 405 volunteers to the global study in just eight weeks is a great success and highlights the hard work and dedication of a multidisciplinary effort across MFT’s Research and Innovation Team. * Hive’s Electronic Patient Record system is to go live on 8th September 2022 across MFT’s 10 hospital sites. The Trust is currently in the ‘preparation phase’  i.e. setting the vision and guiding principles alongside scoping/planning the work priorities and building the team, with over 140 members of the Hive Team beginning their associated ‘Epic’ training. * MFT has been successful in a number of awards in recent months, including: * The Procurement Team who were recognised with five awards at this year’s National Health Care Supply Association (HCSA) Awards for their incredible contributions to procurement in 2020. In addition to this, all procurement teams in the UK, including MFT received the 2020 President’s Award, presented by Lord Philip Hunt for their vital contributions during COVID-19. * Dr Fozia Ahmed, Consultant Cardiologist at The Manchester Heart Centre, (part of MRI), has been recognised at this year’s National Pumping Marvellous Foundation awards for her outstanding contribution to Heart Failure Services. Dr Ahmed is this year’s winner of ‘The Roy Award’, which is presented to an individual who has shown outstanding contribution and excellence in heart failure care. * RMCH patient, Emmie Narayn-Nicholas was presented with the ‘Child of Courage’ Pride of Britain Award for her incredible work in supporting the families of children at RMCH. Emmie received treatment for two and a half years at the Hospital after being diagnosed with leukaemia in 2017. In June 2018, she set up Emmie’s Kitchen at Ronald McDonald House providing parents with a free, home cooked meal once a month. * A multidisciplinary MFT team who designed an innovative PPE respirator that could provide a breakthrough in the fight against COVID-19 has been shortlisted for two awards. Dr Brendan McGrath Intensive Care Consultant at Wythenshawe Hospital along with colleagues from the Hospital’s Intensive Care Unit and the Innovation Team have been recognised for their Bubble PAPR (Powered Air-Purifying Respirator) invention. They are shortlisted for two Bionow Awards, which showcase the very best within the biomedical and life science sectors across Northern England for ‘Healthcare Project of the Year’ and ‘Response to the COVID-19 Pandemic Award’. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Agenda Item 7: Governance** | | |
| **7.1) Update on MFT’s 2020/21 Quality Report, and, MFT’s 2021/22 Annual/Recovery Plan**  Alwyn Hughes, Director of Corporate Services/Trust Secretary confirmed that outside of the current COVID-19 National Emergency, in keeping with national guidance and as part of MFT’s annual reporting/planning processes, Governors have a key role in sharing their and members’ views in relation to the Trust’s forward plans alongside the quality metric testing process. However, in light of the ongoing pandemic, the guidance around these processes were changed last year with the new guidance for this year’s processes being delayed and anticipated will not now be issued before April 2021. Assurance was provided that going forward, as and when NHS England/Improvement’s guidance is released, associated key information would be shared with Governors. | | |
| **Decision:**  **Noted** | **Action by:**  **N/A** | **Date:**  **N/A** |

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| **Date and Time of Next Meeting** |
| **REMAINING 2021 MEETING DATES:**  **Wednesday, 12th May 2021 at 1.30pm – 4.00pm**  **Meeting format to be confirmed**  **Wednesday, 21st July 2021 at 1.30pm – 4.00pm**  **Meeting format to be confirmed**  **Wednesday, 24th November 2021 at 1.30pm – 4.00pm**  **Meeting format to be confirmed**  **Please note that in response to the ongoing**  **COVID-19 National Emergency, all Council of Governors’**  **2020/21 meeting arrangements are currently under review** |