



**GOVERNORS' FORUM**  
**UNADOPTED NOTES OF A VIRTUAL MEETING HELD ON**  
**WEDNESDAY 26 OCTOBER 2022 at 3:30 pm**

<b>Present:</b>	Martin Hodgson – Lead Governor Paulette Afflick-Anderson Steve Barks Steve Bell Jo Bishop George Chia Michelle Cook	Felister Heeley Irene Mabbott Ian Merriman Lewis Noble Liz Puddy Sheila Reynolds	Cressida Ridge Joe Saverimoutou Harold Sharpe Shirley Sherwood Jim Steinke Emma Warrander
<b>Apologies:</b>	Jo Bishop Paul Dore	Steve Jones Kaye Meegan	Jane Pratt Mark Wilcox
<b>In Attendance:</b>	Tony Buckham (items 1, 2 & 3) Jane Pellegrina (notes)		

**1. WELCOME AND APOLOGIES**

**Martin Hodgson** welcomed everyone to the meeting and thanked **Tony Buckham** Non-Executive Director (NED) and Senior Independent Director, for joining governors.

The above apologies were noted.

**2. DISCUSSION WITH TONY BUCKHAM**

**Martin** said that as governors could no longer observe at the Board Committees , opportunities such as these where NEDs could join governors in discussion/conversation were even more important than previously and he welcomed **Tony** to the meeting.

During the conversation that followed these points were highlighted:

**Tony** said that he was in his eighth year as a NED at the Trust having previously worked in complex global organisations providing strategic support, expertise within IT and corporate real estate in the banking sector. He had led divisions of up to 7,000 staff and had focussed on people development to enable transformational change and had contributed to mentoring and coaching programmes.

**Tony** described some of the work he was currently involved with:

- **Hadfield Building:** **Tony** reminded governors that the Hadfield Building had been closed for more than three years, but now, following an extensive programme of work, was now being used for patients again. Tony continued to work with Neil Priestley on this matter.
- **New Electronic Patient Record (EPR):** **Tony** was a member of the EPR Procurement Board. The business case for the new EPR was now agreed and had been ratified by NHSE. Following a tender process the chosen provider was ORACLE Cerner. Installation of the new EPR was planned for 2024. He said that, as governors were aware, this was an immense undertaking presenting many challenges but also an

opportunity to ensure provision of a system that performed well for the Trust. David Black, Medical Director (Development) was the Executive Director leading the work and **Tony** believed that with 40 years' experience in IT he was well placed to contribute.

- Finance and Performance Committee: **Tony was** now chairing this Committee and was discussing reshaping the agenda with Neil Priestley to incorporate more deep dives into the performance of individual Care Groups and Directorates.

In response to **Jim Steinke's** question about the anticipated lifespan the Royal Hallamshire Hospital estate, now over 50 years old, when compared to the Charing Cross Hospital in London (a building of similar design constructed at the same time as RHH) having been decommissioned some time ago, **Tony** said that the Trust was cognisant of the long term infrastructure of the overall estate. One of the additional features he wanted to see on the Finance and Performance Committee agenda was regular estates strategy updates.

Responding to **Martin's** query about a communications strategy for the EPR project **Tony** confirmed the appointment of a comms specialist to the project and said that a significant amount of preparation was underway but communications were being developed. Stakeholder groups were being identified and with confirmation of the installation date communications activity would increase. **Martin** asked whether the new system would encompass the various stand-alone IT programmes in use across the Trust. **Tony** said that some would be integrated directly and others could be integrated over time. In response to **Liz Puddy's** concern about recent problems experienced nationally by organisations using ORACLE Cerner technology that had resulted in networks being down **Tony** said we were in contact with ORACLE Cerner to understand the technical reasons for this and ORACLE Cerner were keeping us informed. **Liz** also asked about upgrading Trust infrastructure to accommodate the new system. **Tony** agreed that hardware needed to be compatible.

**Tony** then highlighted points from the Board of Directors held in private on 25 October 2022:

- An update on the Covid position showed a decrease in the number of inpatients with Covid at 195, down from 257 on 10 October.
- There had been updates on:
  - EPR programme
  - CQC action plan – part of the document provided a 'plan on a page' and **Tony** suggested that Governors should see this.
  - Corporate Objectives
- The deep dive into risk had looked at a corporate risk – “failure to put proper governance in place”
- There had been a development session with Mike Gill from AuditOne reviewing the interim findings of the Well-led review.

In response to **Paulette Afflick-Anderson's** query about any unanticipated issues coming out of the interim Well-led review **Tony** said that there had been a lot that the Board had recognised.

**Liz** queried what progress had been made on finding a resolution to the pension/tax issues facing some medical and dental staff and commented that some Trusts in the region had already taken decisions to resolve the problem. **Tony** said that, as governors were aware, this was a national issue. The Board was looking to the Centre for guidance but were also urgently reviewing a number of options including signposting individuals to appropriate financial advice.

### 3. COUNCIL OF GOVERNORS' MATTERS

#### 3.1 Council of Governors' Meetings

##### 3.1.1 Review of CoG meeting on 27 September 2022

**Tony** and governors reflected together on the first face-to-face CoG meeting since December 2019. It was agreed that with the Board meeting in public beforehand this had been a long day for everyone. Meeting face-to-face again was very welcome.

**Martin** suggested that governors' views on future CoG meetings would be welcomed and asked everyone to email suggestions/comments which he would share with the Chair.

**ACTION:** All governors to share views on CoG meetings with **Martin/Jane**

There were no further comments on the CoG meeting held on 27 October 2022.

##### 3.1.2 Discussion of Possible Agenda Items for CoG Meeting on 29 November 2022

During discussion the following points emerged:

**Steve Barks** said that following the earlier conversation with AuditOne he felt that CoG should be reviewing Risk, for example a review of the top ten risks and the Trust's reaction to the risks. **Martin** agreed but thought that more time might be required than the proposed draft Agenda allowed and suggested this could go forward for the first meeting in 2023. **Tony** thought that the new Board Assurance Framework was an easily understood and informative document and could be shared at CoG. **Martin** said he would raise this with the Chair.

**Steve Barks** said that following presentation by the external auditors of the Report and Accounts he proposed that CoG should receive a presentation on the Annual Quality Report.

The previously circulated draft CoG Agenda was agreed.

**ACTION:** **Martin** to raise the discussion of Risk/BAF at CoG with the Chair

**ACTION:** **Jane** was asked to confirm the Agenda with **Sandi Carman**

#### 3.2 Update from CoG Nomination and Remuneration Committee (NRC)

As Vice-Chair of the CoG NRC **Steve Barks** said there had been no NRC meetings since his update at CoG in September. He would report at the next CoG meeting on the NRC meeting scheduled for 8 November 2022.

#### 3.3 Feedback from the Annual Members' Meeting (AMM) on 26-8-22

The following points were highlighted during discussion:

**Joe Saverimoutou** said that although the virtual AMM had been well attended, he thought that a face-to-face meeting should be planned for next year. **Martin** queried whether a hybrid arrangement could be considered. **Harold Sharpe** preferred a face-to-face meeting which enabled exhibitions and stands showcasing the Trust's work, **Cressida Ridge** agreed. **Steve Barks** thought that face-to-face meetings provided a better opportunity to engage with the members. **Steve Bell** agreed this was a good way to meet constituents.

**Tony** preferred face-to-face meeting but was mindful of the challenges this presented with

getting on site, parking etc and thought that a hybrid option was a good idea.

**Martin** looked forward to discussions with the Chair about this in the New Year.

**Martin** thanked **Tony** and he left the meeting at this point.

#### **4. Governors' Forum Matters**

##### **4.1 Draft Notes of the Governors' Forum Meeting held on 30 August 2022**

**Martin** referred to the draft Notes of the Forum meeting held on 30 August 2022. It was noted that **Michelle Cook** had sent her apologies. Following this amendment the Notes were **AGREED** as a correct record of the meeting.

There were no matters arising not covered elsewhere on the Agenda.

##### **4.2 Well-led Review - feedback following Governors' focus group session with AuditOne**

During discussion the following points were highlighted:

**Michelle** thought this had been a worthwhile session with good opportunity to provide views. **Paulette** was pleased to be able to speak frankly and was reassured that governors comments would be fed into the final report. **Lewis Noble** thought that the interviewer had been perceptive and thoughtful and had provided an excellent summarisation of the themes covered. **Irene Mabbott** said that separately the Freedom To Speak Up Guardians had been invited to meet with AuditOne. **Steve Bell** asked whether that the final, unredacted, report would be shared with CoG. **Martin** said that he would raise this with the Chair.

**ACTION:** Martin to discuss with the Chair sharing the Well-led report with CoG.

##### **4.3 Governors' Forum Time Out**

**Martin** said it was not now going to be possible to arrange a face-to-face Time Out on Trust premises. He had emailed Chris Newman and Toni Schwartz to enquire whether either of the Universities could offer a cost free venue for governors to hold the session. Toni Schwartz's response was encouraging and had requested dates and number of attendees.

During discussion of possibly holding a face-to-face meeting at a venue outside the Trust these points were highlighted:

**Jim** said he was in favour of a face-to-face meeting but asked whether for those who were still cautious about meeting this way there could be a hybrid option. He suggested investigating the facilities at the Advanced Wellbeing Research Centre (AWRC) at the Olympic Legacy Park which he thought were good.

**Shirley Sherwood** had been to meetings at the AWRC; she thought that the facilities were excellent, they provided for hybrid options and transport links and parking were good.

**Cressida** was in favour of meeting face-to-face but was keen to ensure there was plenty of car parking.

**Ian Merriman** would like to meet face-to-face. He said that Tapton Hall at Broomhill/Ranmoor was a good venue with plenty of parking.

**Irene** said that staff governors would be required to follow any rules put in place by the

Trust.

**Felister Heeley** said that a hybrid arrangement would suit her best.

**Michelle** would like to meet face-to-face and she preferred a central location.

**Martin** thanked everyone for their comments and said that he would press on with looking for a suitable venue and would update governors on progress.

**ACTION:** **Martin** to update governors when the position was clearer.

#### **4.4 Feedback on Patient Led Assessment of the Care Environment (PLACE) inspections**

**Steve Barks** said that he had taken part in a number of PLACE inspections on the Central Campus and at NGH. He said it was a very good experience, the process provided evidence of good practice but also highlighted where improvements were required. Detailed feedback from individuals was shared in a report following each visit but on occasion where immediate action on something was required the issue was fed back and actioned straight away. He said that he would encourage all governors to take part when the next cycle comes up.

**Shirley** had also taken part and enjoyed this work. As well as looking at the ward environment the inspections also reviewed patients' food on the ward and looked at how it was served. Open and honest feedback was encouraged and provided.

**Steve** said that this was a national programme of inspections and he was not clear how the data that had been submitted would be presented but when the final report was available he would like to invite Sonya Lawford to come to the Forum to present it.

**Martin** agreed that Sonya should be invited to present the report to the Forum.

**ACTION:** Jane to bring this forward in the New Year

#### **5. Any Other Business**

There was no further business to discuss.

#### **6. Dates of Meetings in 2023**

To be confirmed.