



GOVERNORS' FORUM
UNADOPTED NOTES OF A VIRTUAL MEETING HELD ON
TUESDAY 12 APRIL 2022 at 3:00 pm

Present:	Martin Hodgson – <i>Lead Governor</i> Paulette Afflick-Anderson Steve Barks Jo Bishop Paul Dore Steve Jones	Irene Mabbott Kaye Meegan Ian Merriman Lewis Noble Jane Pratt Liz Puddy	Cressida Ridge Harold Sharpe Shirley Sherwood Chris Sterry Sue Taylor
Apologies:	Mick Ashman George Chia Angela Foulkes	Sheila Reynolds Joe Saverimoutou	Mark Wilcox Fiona Tatton
In Attendance:	Annette Laban (<i>items 1, 2 & 3</i>) Chris Newman NED (<i>item 2</i>)	Jane Pellegrina (<i>notes</i>)	

1. Welcome and Apologies

Martin Hodgson welcomed everyone to the meeting and thanked **Annette Laban** and **Chris Newman**, Non-Executive Director (NED), for joining governors.

The above apologies were noted.

2. Discussion with Annette Laban and Chris Newman

Annette introduced **Chris** and reminded governors that Chris had first been appointed as a NED in 2017 and that he had agreed to reappoint for a further term of office in 2021. **Chris** represented the University of Sheffield and in 2021 Toni Schwarz had been appointed as a NED to represent Sheffield Hallam University at the Board.

Chris thanked governors for the opportunity to join them at the Forum meeting. He said it was a privilege to be part of the unitary Board at STH; he contributed to discussions relating to education, research and innovation and also to the wider Board agenda. Chris had been in Sheffield since 1995. He was professor of clinical cardiology at UoS. Additionally, as a general cardiologist at STH, he was currently seeing outpatients in clinics both face-to-face and remotely. He was a member of the acute on-call team caring for emergency cardiology patients admitted with chest pain, heart attacks etc. Since its establishment in 2006 Chris had been a director of NIHR Sheffield Clinical Research Facility (CRF). The CRF was a partnership between STH and UoS and supported clinical research at NGH and RHH. The work it supported changed healthcare finding new and better ways to deliver services and improve lives and it generated new treatments. Chris was Dean of the Medical School and, for the last three years, had also led the wider Faculty of Medicine, Dentistry and Health which encompassed the Medical School, School of Clinical Dentistry, Health Sciences School and the School of Health and Related Research.

During the conversation that followed these points were highlighted:

Martin Hodgson asked whether his roles at UoS and his role as a NED caused Chris any conflicts of interest. **Chris** said that he had not been conflicted but that arrangements were

in place to declare and manage any conflicts.

Steve Barks asked whether Covid-19 had impacted on the education and training of medical students. **Chris** said it had been challenging to ensure appropriate placements for medicine and nursing students and there had been additional complexities for dental students but that students had continued to graduate. In response to a query from **Chris Sterry** about training in learning disabilities and autism for medical students, **Chris Newman** said this training was incorporated across all areas for students and also for staff. **Lewis Noble** asked what major changes in teaching in recent years stood out. **Chris** said there was a much flatter team structure in the management of patients which provided exposure for students to other professionals including in the voluntary and charitable sectors. He also highlighted the information revolution; the totality of available knowledge was incomparable and enabled access to data and a wide range of colleagues.

In response to **Martin Hodgson's** query about how closely STH and UoS worked together and whether this was likely to expand, **Chris** said that UoS's research and innovation strategy relied on close links with the NHS but there was always more that could be done and there were good communication channels to take this forward, particularly in building on the close relationship that had developed in the response to Covid-19. **Steve Barks** asked whether there were relationships between UoS and STH in other UoS faculties. **Chris** said there were many and highlighted Science, Social Sciences and Health and Social Care as examples. **Liz Puddy** suggested sustainability as an area for future collaboration.

Responding to **Annette's** question about what the next big innovation on the horizon might be; **Chris** highlighted the value of access to very large data sets and the application of data in its broadest sense, additionally gene therapy and very advanced therapies.

Martin thanked **Chris** for the interesting conversation. **Chris** left the meeting at this point.

3. Council of Governors' Matters

3.1 Council of Governors' Meetings

3.1.1 Review of two CoG meetings on 29 March 2022

There were no comments on the two CoG meetings held on 29 March 2022.

3.1.2 Discussion of Possible Agenda Items for CoG Meeting on 24 May 2022

Following review of the previously circulated draft CoG Agenda the following points emerged:

- Governors welcomed the opportunity to include a clinical presentation. **Annette** said she would discuss possible topics with Kirsten Major.
- For a future meeting **Martin Hodgson** proposed an update on the IRAR, **Annette AGREED** to keep this under review.
- Governors proposed an update from NEDs on their activities. **Annette AGREED**. She also updated that discussions were currently taking place exploring opportunities, when appropriate, to invite governors to join NEDs on back to the floor visits.
- **Annette AGREED** that, rather than there should be an agenda item updating on the CQC inspection and Well-Led Review.

Taking account of the above points the proposed Agenda for the May meeting was **APPROVED**.

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 NRC **Steve Barks** provided an update on the Committee's recent business. He said that the NRC was currently engaged in two pieces of work:

1. The annual appraisal of the Chair and of the NEDs: he thanked governors who had contributed feedback and added that CoG would be apprised of the outcomes.
2. The appointment of a new NED: there would be an NRC meeting on 25 April to review progress; longlisting and shortlisting meetings would be held and the formal interviews would take place on 7 June. An extraordinary private CoG meeting would be arranged in June to approve the NRC's recommendation.

Annette left the meeting at this point.

4. Governors' Forum Matters

4.1 Notes of the Governors' Forum Meeting held on 21 February 2022 and Matters Arising

Martin Hodgson referred to the draft Notes of the Forum meeting held on 21 February 2022. Following review the Notes were **AGREED**.

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

4.2 Review of proposed update of the Code of Conduct for Governors

Referring to Paper C, proposed updates to the Code of Conduct for Governors, **Martin Hodgson** reported that previously a group of governors had contributed to a review of the Code of Conduct for Governors and their views (shown as track changes) were incorporated in the document.

During discussion the following points emerged:

Referring to the recent announcement by the Chair that, in line with requirements being made of Board members, in order to be eligible to continue in the role, governors would be required to confirm that they were vaccinated against Covid-19, **Steve Barks** proposed that, to safeguard against future challenges to this or other measures proposed in relation to future health emergencies, it would be appropriate to incorporate wording into the Code of Conduct for Governors. This was **AGREED**.

Harold Sharpe was concerned about Occupational Health Checks for governors. Assurance was provided that this was not seen as a means to seek to exclude governors on the contrary it was to determine where appropriate support could be provided to enable all governors to participate fully. **Harold** asked that the wording in the Code should be amended to reflect this.

4.3 Update on arrangements for a Governors' Forum Time Out

Martin Hodgson said it was unfortunate that, due to several apologies from governors, the Forum Time Out had been postponed. He said that governors would be canvassed shortly with new dates and he would circulate a discussion document to generate governors' thoughts ahead of the event.

4.4 Governors' Involvement in Trust Committees and Workstreams

Shirley Sherwood reported on the work of the **Patient First Group (PFG)**, which she co-chaired. She reminded governors that the purpose of the Group was to provide patient input and experience towards ensuring that STH was able to create brilliant care pathways and processes for every patient every time. The Group was established to support, drive, challenge and advise the programme of work of the Vanquishing Variation Steering Group.

The PFG sought to be representative of patients and carers experiencing various aspects of healthcare; PFG members included current governors, past governors, patients, carers and some members of the public; the PFG was always happy to welcome new members.

Shirley said the Group met monthly and was facilitated by Paul Griffiths, Deputy Director of Organisational Development. She described some of the areas the Group had looked at:

- Positive and negative aspects of the inpatient discharge process, including long waits for medication prior to leaving hospital and the wide range/quality of information provided on discharge. Balbir Bhogal, Performance and Information Director, had welcomed the PFG's feedback.
- Arrangements and performance of the Patient Booking Hub had been reviewed with Richard Maxted.
- Feedback on the My Pathway app had been provided.
- Comments had been sought on a new dementia friendly falls leaflet.

Future projects were identified by the Group and included looking at A&E and also the impact of the CQC Report.

Shirley said that if any governors were interested in joining the PFG they could contact her via **Jane Pellegrina**.

There were no questions from governors.

Martin thanked **Shirley** for her interesting update. He asked other governors to contact him via **Jane** if they would like to provide an update to a future Forum meeting.

4.5 Review of the Use of B Road at RHH

Martin welcomed **Andrew Jones**, Facilities Director, and **Sonya Lawford**, Facilities Manager.

Andrew Jones reminded governors that in January 2022 significant work had commenced on B Road that had necessitated the closure of the road. Significant challenges were envisaged but extensive planning and support from colleagues in parking services signposting people had facilitated a relatively smooth process. While the road was still closed it had been decided to review its future status and consideration was being given to permanent pedestrianisation of the area, with access for bicycles and emergency services vehicles; consideration was also being given to permitting specialist pop up food outlets in the area. Some challenges were noted, eg site access, disabled parking and additional congestion. As part of the review process views were being sought from a wide range of stakeholders including governors.

During the discussion that followed these points emerged:

- Ensure sufficient, suitably located patient drop off points/zones.
- Blue badge holders should be accommodated with sufficient, suitably located disabled parking bays.
- The independence of wheelchair users and those with limited mobility should be maintained, paying particular attention to wheelchair access, pathways and drop curbs.
- Consideration of problems caused by engine idling of parked vehicles.
- Taxis parking/waiting caused a range of problems, particularly congestion.
- Better signage was required for the multi-storey car park – particularly regarding free parking for blue badge holders in that car park.
- Tackling smoking around entrance points should be a priority.
- Pop up food outlets were unpopular with governors with concerns expressed about the type of food that would be sold, the extra waste/litter and smells. It was also considered that priority should be given to STH in-house catering facilities.

- The loss of parking should be balanced against the positive use of outdoor space and the positive impact on pedestrian health and wellbeing.

Harold Sharpe said he had been disappointed when, due to Covid-19 restrictions, his meeting with **Andrew Jones** and **Chris Norman** at the Central Campus to review the difficulties facing disabled people trying to park and access the Charles Clifford Dental Hospital had been postponed and had not yet been rearranged. **Andrew** said that he would contact **Harold** to rearrange a meeting.

Governors thanked **Andrew** and **Sonya** for spending extended time with them and requested a further update on the proposals in due course. **Andrew** said that he would contact **Jane Pellegrina** to arrange another suitable opportunity to meet with governors again.

Andrew and **Sonya** left the meeting at this point.

4.6 Update from Governors

There were no additional updates from governors.

5. Any Other Business

There was no further business to discuss.

6. Date of Next Meeting

30 August 2022