

DRAFT Minutes of Council of Governors Meeting

At 10:30 on Wednesday 10 March 2021

Via Video Conferencing



Present	<p>Mike Maier, Chairman (Chair)</p> <p>Brian Crouch, Service User Carer Governor (Lead Governor)</p> <p>David Bull, Service User/ Carer Governor</p> <p>Deepak Agnihotri, Staff Governor</p> <p>Elaine Marsh, Service User/ Carer Governor</p> <p>Gill Thompson, Staff Governor</p> <p>Gus Cairns, Service User/ Carer Governor</p> <p>Helen Nellist, Public Governor</p> <p>Ken Edwards, Staff Governor</p> <p>Kevin Bradburne, Cheshire West & Chester Public Governor</p> <p>Lisa Hulmes, Staff Governor</p> <p>Marilyn Houston, Appointed Governor</p> <p>Richard Agar, Wirral Public Governor</p> <p>Rob Robertson, Service User/ Carer Governor</p> <p>Roy Cartlidge, East Cheshire Public Governor</p> <p>Phil Jarrold, Service User/ Carer Governor</p> <p>Sean Boyle, Appointed Governor</p> <p>Tim Seabrooke, Service User/ Carer Governor</p>
In attendance	<p>Andrea Campbell, Non-Executive Director</p> <p>David Harris, Director of People and OD</p> <p>Edward Jenner, Non-Executive Director</p> <p>Elizabeth Harrison, Non-Executive Director</p> <p>Faouzi Alam, Medical Director</p> <p>Melysa Border, Corporate Governance Administrator (note taker)</p> <p>Rebecca Burke-Sharples, Non-Executive Director</p> <p>Sheena Cumiskey, Chief Executive</p> <p>Suzanne Christopher, Corporate Affairs Manager/Acting Company Secretary</p> <p>Tim Welch, Director of Business and Value</p>
Apologies	<p>Alice Smith, Service User Carer/ Governor</p> <p>Andy Corkhill, Partnership Governor</p> <p>Anne Farrell, Wirral Public Governor (Deputy Lead Governor)</p> <p>Beverley Greenwood, Service User/ Carer Governor</p> <p>Ferguson McQuarrie, Service User/ Carer Governor</p> <p>Gareth Gould, Cheshire West & Cheshire Council Appointed Governor</p> <p>Iain Stewart, Partnership Governors</p> <p>Jennette Wilne, Staff Governor</p> <p>Martin Curran, Staff Governor</p> <p>Paul Taylor, Out of Area Public Governor</p> <p>Peter Ashley-Mudie, Service User Carer Governor</p> <p>Rob Walker, East Cheshire Public Governor</p>

Ref	Title of item	Action
	Meeting governance	
20/21/71	<p>Welcome, apologies and quoracy</p> <p>The Chair welcomed all Governors to the meeting.</p> <p>Apologies were noted as above. The meeting was confirmed to be quorate.</p> <p>Attendees were encouraged to raise a hand if they wished to ask a</p>	

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	question, rather than utilise the chat box. This would allow questions to be responded to accordingly during the meeting.	
20/21/72	Declarations of interest. None.	
20/21/73	Meeting Guidelines The meeting guidelines were noted .	
20/21/74	Minutes of the previous meeting The minutes of the meeting held on the 17 December 2020 were reviewed and agreed as an accurate record, with amendment of a typo on page 4 which has now been corrected.	
20/21/75	Matters arising & action points The action points were reviewed.	
20/21/76	Business Cycle The Business Cycle for 2020/21 was noted .	
Trust Updates		
20/21/77	Chair's announcements The Chair made the following announcements: NHS Providers Governor Advisory Committee The Council of Governors from each foundation trust is entitled to vote in the elections of eight governors to the NHS Providers Advisor Committee. All Governors of CWP were given the opportunity to vote. Governors were asked to cast their votes by close of play 3 March 2021. Twelve Governor's voted and Maureen Burke of Greater Manchester Mental Health NHS Foundation Trust received three votes with n other candidate receiving more than a single vote. The single vote from CWP for Maureen was therefore submitted to NHS Providers. The Council of Governors noted the update.	
20/21/78	Chief Executive Announcements Thanks were given to all CWP colleagues and partners for all their efforts and hard work during these difficult times. S Cumiskey updated the Council on the following: Planning process <ul style="list-style-type: none"> • 2021/22 planning process will be different this year and has been deferred as a result of the pandemic. • The current temporary financial regime for the final 6 months of 2020/21 is likely to be extended into Quarter 1 of 2021/22 and maybe beyond that • Further information will be shared as guidance is received. The Council of Governors noted the update.	
20/21/79	Lead Governor Update COG Sub-Committees B Crouch advised that all sub-committees remain on hold in accordance with advice issued by NHS England. The Council will be updated when this changes.	

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	<p>Governor Bulletin B Crouch reminded governors that the Governor Bulletin is sent out monthly and provides an update on Trust activity and the CWP response to COVID-19. He commented that he has found this a useful document and hopes other Governors feel the same.</p> <p>Our newly appointed Governors B Crouch offered his thanks to all and in particular our newer Governors, for their continued commitment to their role at this difficult time. Due to the current climate, there has not yet been the opportunity to meet face to face, but it was hoped that would be possible soon.</p> <p>B Crouch reminded the Council that if anyone required support with their Governor role or had any questions, to please contact himself, Anne Farrell (Deputy Lead Governor), or the Corporate Affairs Team, who will be happy to assist.</p> <p>B Crouch also gave personal thanks to CWP for the support received over recent months during a personally challenging time.</p> <p>The Council of Governors noted the updates.</p>	
Reports from Council of Governors Sub-committees and feedback on governor activity		
20/21/80	<p>Minutes of Membership and Development Sub committee No meetings held since the October meeting.</p> <p>Minutes of Scrutiny Sub Committee, 9 December 2020 R Agar had chaired the recent Scrutiny Sub-Committee meeting on behalf of Brian Crouch. R Burke-Sharples provided a summary of the main themes considered at the most recent meeting.</p> <p>Minutes of Council of Governors Nominations & Remuneration Committee No meetings held since the October meeting.</p> <p>Sub-Committee Membership S Christopher advised that further to the recent governor election, vacancies now existed on each of the sub-committees. Governors were invited to express their interest in joining either of the sub-committees to the corporate affairs team.</p> <p>Action - Share Terms of Reference with the Council of Governors. Session to be arranged to outline the role of the sub-committees in detail to the Council.</p> <p>The Council of Governors noted the update.</p>	Corporate Affairs Teams
20/21/81	<p>Governor Shared Learning</p> <p>The Chair invited Governors to share learning they had participated in, including courses and conferences.</p> <p>G Cairns, Service User/Carer Governor, advised that he had recently completed an online leadership course. He was congratulated for his achievement.</p> <p>The Council of Governors noted the update.</p>	

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20/21/82	<p>COVID 19 update</p> <p>M Maier introduced the item and provided the Council with a summary of the key activities in relation to COVID-19. The Council were updated on the process of how Chester Racecourse Mass Vaccination site was established and were informed that Emergency Powers had been enacted by the Board of Directors to confirm their support to this programme outside of a formal Board meeting in accordance with the Trust's Constitution. The process included two Non-Executive Directors, S Cumiskey (as Chief Executive) and M Maier (as Chair). This will be formally announced at the next Board of Directors meeting held in public. CWP is the lead organisation for the Mass Vaccination Site.</p> <p>Dr F Alam provided an update around how the Mass Vaccination Site has been running since it started in February 2021 and gave assurance that 83% of staff have been vaccinated so far. Whilst this is a great achievement in a short space of time, further work with staff, engagement, understanding and one to one conversations are progressing to support staff and encourage an increased uptake.</p> <p>The Council of Governors noted the update.</p>	
20/21/83	<p>Imagining the Future / Strategy Update</p> <p>D Harris, Director of People and Organisational Development, provided an update to the Council. He advised that due to the third wave of COVID and the limitations on time to involve many interested parties, the strategy was on hold temporarily.</p> <p>He outlined that a number of conversations had taken place and in the next few weeks' meetings will continue and CWP will move forward with partners focusing on experience for receiving and delivering care. Engagement plans will be shared and an update will be provided at the next Council of Governors meeting.</p> <p>It was noted that this would be a standing agenda item for the Council of Governors over the next calendar year.</p> <p>The Council of Governors noted the update.</p>	
20/21/84	<p>NHS Structure and Recent White Paper</p> <p>S Cumiskey presented the item on the White Paper and updated the Council with the following key points:</p> <ul style="list-style-type: none"> • Aim – to move from competition and internal markets to integration and collaboration between services. Focusing on how to prevent people becoming unwell, the health needs of the population and working with communities. • Integrated Care Systems – CWP are part of an emerging system in Cheshire and Merseyside. Responsibilities are to develop a capital plan for NHS Providers for their health Geography. Secure provision of health services to meet the needs of the population. • Duty to collaborate – New powers for Secretary of State, to introduce service configuration changes and to reconfigure and transfer functions of arms' length bodies without primary legislation. • Procurement – move away from competitive approach and use existing services. • Providers – current local agreements will remain in place. Capital 	

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	<p>will change, however it is unclear how this will look at this stage.</p> <p>S Cumiskey advised the council that the CWP strategy will be aligned with the White Paper to ensure all the points above are captured.</p> <p>Action – Share presentation with Council of Governors</p> <p>The Council of Governors noted the presentation.</p>	<p>Corporate Affairs Team</p>
20/21/85	<p>NED Reports:</p> <p>NED six monthly activity reports</p> <p>M Maier introduced the item and provided an overview of the NED activity report. It was noted that this had been provided for information, and would be considered at the next scheduled Nomination and Remuneration Committee of the Council of Governors.</p> <p>The Council of Governors noted the report.</p> <p>NED update – Andrea Campbell</p> <p>A Campbell introduced the item and advised that whilst NEDs operate as a team, each individual NED has their own portfolio.</p> <p>A Campbell gave an overview of her role and projects she is currently working on:</p> <ul style="list-style-type: none"> • Chair of Quality Committee. • Member of Audit Committee • Deputy Chair – deputising for the Chair at meetings as required. • Chair of Autism Strategy Group Meeting. • Chair of the Cheshire West Integrated Care Partnership – this is a separate role to her position as CWP NED, however is mutually beneficial to both organisations. <p>A discussion took place in regards to the role of NEDs and the role of Governors, particularly focusing on holding NEDs to account in such forums as the Council of Governors and the sub-committees of the Council. The discussion also considered the offers to Governors to observe sub-committees of the Board. This is usually facilitated via volunteers from those who attend the Scrutiny Sub-Committee of the COG. It was acknowledged that attendance to observe these forums had been more of a challenge during the pandemic.</p> <p>The Council of Governors noted the update.</p>	
20/21/86	<p>Governors Question Time</p> <p>None</p>	
Closing Business		
20/21/87	<p>Any other business</p> <p>None</p>	
20/21/88	<p>Review risk impact of items discussed</p> <p>None</p>	
20/21/89	<p>Evaluation of meeting effectiveness</p> <p>The meeting was considered effective.</p>	
CLOSE		
<p>Date, time and venue of the next meeting:</p> <p>– venue TBC</p>		