

Minutes of the Council of Governors Meeting held at 3.30pm on Wednesday, 27 May 2020
held as a virtual meeting

Present:

Andy Willis	Chair and Non-Executive Director
Jan Owens	Lead Governor, Public Governor (Dorset RoEW)
Alison Fisher	Deputy Lead Governor and Public Governor (Dorset RoEW)
David Dickson	Public Governor (Dorset RoEW)
Scottie Gregory	Public Governor (Dorset RoEW)
Kenneth Lavery	Public Governor (Dorset RoEW)
Margaret Jackson	Public Governor (Dorset RoEW)
Colin Mitchell	Public Governor (Poole)
Scott Porter	Public Governor (Poole)
Xena Dion	Public Governor (Poole)
John Buce	Public Governor (Bournemouth)
Stephen Churchill	Staff Governor
Peter Kelsall	Staff Governor
Helen Lawes	Staff Governor
Anne Hiscock	Staff Governor
Emma Hooper	Staff Governor
Dave Corbin	Staff Governor
Karen Parker	Partner Governor, Bournemouth University
Becky Aldridge	Partner Governor, Dorset Mental Health Forum
Steve Cole	Partner Governor, League of Friends
Nick Ireland	Partner Governor, Dorset Council
Chris Matthews	Partner Governor, Bournemouth and Poole Council

In Attendance:

Sarah Murray	Non-Executive Director
Belinda Phipps	Non-Executive Director
Steve Tomkins	Medical Director
Eugine Yafele	Chief Executive
Kris Dominy	Chief Operating Officer
Matthew Metcalfe	Director of Finance and Strategic Development
Keith Eales	Trust Secretary
Jacqueline Stratford	Membership Manager

Apologies:

Andy Mayers	Public Governor (Dorset RoEW)
Anna de Beer	Public Governor (Dorset RoEW)
Andrew Grundell	Public Governor (Dorset RoEW)

12/20 Constituency Time

Governors met in Constituency Time to discuss items of common interest and to agree questions to be raised at the Council meeting.

13/20 Welcome and Apologies

The Chairman welcomed Governors and Board Directors to the meeting and reported the apologies received from Governors.

14/20 Minutes

The minutes of the Council of Governors meeting on 12 February 2020 were agreed as a correct record.

15/20 Matters Arising

The Trust Secretary submitted the matters arising report.

The Council noted the report.

16/20 Briefing Reports

The Chief Executive updated the meeting on the Trust's response and management of the Covid-19 crisis.

The Chief Executive advised Governors that Dorset had responded promptly and effectively to the Level 4 national incident called in response to the Covid-19 situation. The Trust had received circulars from NHSIE regarding step up and step down services and instructions to operate for the first four months of the financial year. Whilst Dorset HealthCare had a lower incidence of patients with the virus the impact on the Trust in terms of the response required and the demands on services and staff had not been any different to those in the acute hospitals.

The Chief Executive described how colleagues had been redeployed to rapid response and crisis services and how priority services had received staff in order that they could be sustained. A Trust Incident Command Centre (ICC) had been stood up, which was still in place, to ensure there was a co-ordinated approach and daily reports which were driving the information that was required nationally.

The Chief Executive advised the meeting that Mental Health Emergency Department (ED) services had been stood up for patients where Mental Health was a primary concern in order that they were not exposed to ED services and Covid-19 situations. Colleagues were able to see the value of mental health expertise within the acute setting to support patients in emotional distress.

The Chief Executive commented that there had been initial concern around Personal Protection Equipment (PPE). However, the Trust had been supported to ensure a continued supply of PPE. He advised that currently the Trust had no issues with the supply of PPE.

The Chief Executive commented that there had been concerns with Covid-19 testing initially but that there were now local testing centres in Creekmoor and Weymouth.

The Chief Executive advised that staff welfare was a priority as staff had been stretched and challenged during this time and the resilience of Trust staff had shone through. Wellbeing initiatives had been put in place to support frontline staff and those working from home.

The Chief Executive advised that national guidance from NHSE/I would be crucial as the Trust began to step up modified services in order to adhere to social distancing and infection control particularly around inpatient services in the Trust's Mental Health and Community Hospitals. Antigen testing had been scheduled and would provide a level of assurance in the incidence of Covid cases and ongoing capacity. Setting up services would be complicated by the need to consider the sustained rate of infection and the possibility of a second surge. Staff engagement was central to recovery of the organisation. The Chief Executive assured the meeting that Governors would be kept informed.

The Chief Executive responded to questions raised in Constituency Time:

- Clarification was sought around 'hot spots' in the County and the importance of informing the public. The Chief Executive accepted that detailed information had not been made available and advised that Covid-19 was an infection like others experienced in the healthcare setting and the Trust's priority had been to ensure the infection had been managed and adequate safety and dignity for all patients had been maintained.
- Clarification was sought regarding Covid testing for staff. The Chief Executive outlined the offers that were in place for staff and patient testing including availability of testing and the timing of results received. It was accepted that there were teething problems initially and the process would be adapted as the testing continued and the antigen test was rolled out.
- Clarification was sought around communications from the Trust during this time. The Chief Executive advised the Trust commitment to transparency remained firm but there was a balance in sharing information responsibly and maintaining the dignity of patients who would have been identified had information been made public. The Chief Executive acknowledged the feedback from the meeting and assured Governors that their information needs would be given full consideration.

The Chief Executive drew attention to:

- The award to the Trust, as sole provider, of the contract for sexual health services in the County.
- Improvements to Integrated Urgent Care Services (IUCS) which included increased level of coordination, pathways and connections with primary care, the ambulance service serving notice on its services provided under the contract and these being absorbed by the Trust. The Chief Executive advised that further improvement was required until the Trust was assured of the quality and safety of this service.
- The positive results of the Staff survey, particularly around the relationship between staff and line managers and acknowledged further work was required around bullying and harassment and equality and diversity.
- The prosecution of a former member of staff following the identification of images downloaded onto a computer. The Chief Executive confirmed that patients had been advised and a helpline had been established.

Lead Governor

The Lead Governor briefed the Council on her recent priorities and outlined matters of interest and concern to Governors.

Particular attention was drawn to:

- Communication for Governors.
- The perception of a widening gap between physical and mental health during Covid-19 crisis and Governors requested feedback from the Trust as it was felt this integration was essential.

The Chief Executive gave assurance of Executive awareness of this risk and drew attention to the future mental health pathway which would make a combined integrated offer.

Chairman

The Chairman acknowledged the change in roles for both Non-Executive Directors and Governors during this time of crisis and expressed his thanks for their resilience.

The Chairman praised the Staff Survey results in a difficult year.

The Chairman drew attention to a number of recent priorities and areas of work:

- The Board had focused on keeping the organisation and workplace safe. The Board had met twice virtually and there had been a virtual Board briefing for Governors following the Board meetings.
- The Chairman had met with the System Chairs and the System Partnership Board.
- The Chairman had carried out appraisals for the Non-Executive Directors which would be received by the Nominations and Remuneration Committee in June and reported to the Council of Governors in July.
- The Chairman expressed his intention to visit Trust sites but was mindful of safety and infection control.

Clarification was sought as to how the Board could be seen by the organisation to evidence leadership and support. Governors felt it important that staff felt well cared for and supported by the organisation. The Chairman accepted the challenge and assured governors this would be considered.

Clarification was sought on whether the Integrated Care Service had included the housing sector. The Chairman advised that the Council had attended but registered social landlords had not been included and this was anticipated for the next stage of development.

17/20 Service Transformation and Fit for the Future

The Chief Operating Officer gave a presentation on the service changes made in the Trust as a result of the Covid-19 pandemic and the Fit for the Future Programme.

The presentation covered:

- Key service changes in response to Covid-19
- Redeployment of staff
- Developments and changes for services
- Mental Health Service guidelines
- IT and Virtual service
- Programme for recovery and Fit for the Future
- Primary aims for the Fit for the Future Programme
- Phase 1 – Fit for the Future (May – June 2020)

Clarification was sought regarding retaining and training staff who had re-joined the Trust or stepped up during the Covid crisis. The Chief Operating Officer acknowledged that this was part of the ongoing recruitment challenge.

Clarification was sought around the involvement of staff in the four work streams and task and finish groups. The Chief Operating Officer recognised that staff involvement was essential and expected the stocktake would take around six weeks with a report recommending how this could be taken forward which would inform the planning for strategy and delivery.

Clarification was sought on the delivery of the estates strategy. The Chairman explained that the strategies were due to be delivered at the end of March 2020 but had been delayed as the Trust prioritised its response to the Covid crisis. The strategies will be progressed for delivery later in the year.

Clarification was sought around the central funding of finance during the Covid Crisis. The Director of Finance and Strategy confirmed that the Trust would be funded in order not to make a loss and to enable decisions to be made to prioritise care for patients during the crisis and he agreed there would be work to be done on costs to the Trust in due course.

The Council thanked the Chief Operating Officer for the presentation.

18/20 Regulatory Dashboard

The Chairman submitted the regulatory dashboard for May 2020.

The Council noted the regulatory dashboard for May 2020.

19/20 Elections for the Lead Governor and Deputy Governor Roles

The Membership Manager submitted a report setting out the proposed timetables for the election of a Lead Governor and Deputy Lead Governor.

The Membership Manager explained that elections to these two positions were held on an annual basis. The term of office commenced at the Annual Members' Meeting in October 2020 and concluded at the end of the event in 2021. The Membership

Manager requested that Governors note the Lead Governor had proposed that the incoming Lead Governor would be appointed and take up the duties with immediate effect.

The proposed timetables would result in the appointment of a Lead Governor by no later than 22 June and a Deputy Lead Governor by no later than 20 July 2020.

The report also set out the timetable for the election of Governors by the membership in 2020. The election of the Lead and Deputy Lead Governors would be completed before the conclusion of the public election.

The Council agreed:

(a) The timetables for the election of the Lead Governor and Deputy Lead Governor.

(b) That the incoming Lead Governor would take up the position and duties of Lead Governor with immediate effect.

20/20 Reports from Council Committees

The Council was asked to note the report from the Nominations and Remuneration Committee held on 15 April 2020.

The Council noted the Report.

21/20 Future Meetings

The Council noted that future meetings would be held on:

- 15 July 2020 – Virtual Meeting
- 9 September 2020 – Merley House
- 9 December 2020 – Merley House



Signed Date: ... 15 July 2020.....

Andy Willis, Chairman