

**MINUTES OF A MEETING OF THE COUNCIL OF GOVERNORS
HELD ON 19 JUNE 2017, 3.00PM
AT ST PETER'S PAVILLION, HIRST STREET, HINDLEY, WIGAN, WN2 3DN**

| Members' attendance record | | 31 May 2017 | 19 Jun 2017 | 30 Oct 2017 |
|-----------------------------------|---|--------------------|--------------------|--------------------|
| Mr Robert Armstrong | Chairman (in the Chair) | ✓ | ✓ | |
| Mr Bill Anderton | Public Governor, Wigan | ✓ | ✓ | |
| Mrs Helen Ash | Public Governor, Makerfield | A | ✓ | |
| Mr Tim Board | Staff Governor, Medical and Dental | ✓ | A | |
| Mr Les Chamberlain | Public Governor, Makerfield | ✓ | ✓ | |
| Mrs Kathryn Drury | Public Governor, Makerfield | ✓ | A | |
| Mr Tom Frost | Public Governor, Rest of England and Wales | ✓ | ✓ | |
| Mr Bill Greenwood | Public Governor, Wigan | ✓ | A | |
| Mrs Pauline Gregory | Public Governor, Wigan | ✓ | A | |
| Dr Dawne Gurbutt | Appointed Governor, UCLAN | A | ✓ | |
| Mrs Marie Hart | Staff Governor, Nursing and Midwifery | A | A | |
| Mrs Jean Heyes | Appointed Governor, Staff Side | ✗ | ✗ | |
| Dr Mustapha Koriba | Public Governor, Rest of England and Wales | ✓ | ✓ | |
| Mrs Diane Lawrenson | Staff Governor, Nursing and Midwifery | A | A | |
| Mr James Lee | Public Governor, Makerfield | ✓ | ✓ | |
| Mrs Lisa Lymath | Public Governor, Rest of England and Wales | ✓ | A | |
| Mr Reg Nash | Appointed Governor, Age UK | ✓ | ✓ | |
| Mr Andy Savage | Staff Governor, Other staff | ✓ | ✓ | |
| Dr Louise Sell | Appointed Governor, 5 Boroughs Partnership | A | ✗ | |
| Dr S Shah, | Appointed Governor, Local Medical Committee | ✓ | ✓ | |
| Mrs Maggie Skilling | Public Governor, Wigan | ✓ | ✓ | |
| Mrs Linda Sykes | Public Governor, Leigh | ✓ | ✓ | |
| Dr Corinne Taylor-Smith | Public Governor, Leigh | A | A | |
| Mr David Thompson | Public Governor, Rest of England and Wales | ✓ | ✓ | |
| Mr Geoff Vaughan | Public Governor, Leigh | ✓ | A | |
| Councillor Fred Walker | Appointed Governor, Wigan Council | ✓ | ✓ | |
| Mrs Mavis Welsh | Public Governor, Leigh | A | ✓ | |
| Dr Gen Wong | Appointed Governor, Wigan Borough CCG | ✗ | ✗ | |
| Mr James Yates | Staff Governor, Other Staff | ✓ | A | |

Key: ✓: attended | A: apologies sent | ✗: did not attend | --- not a member of the council at the date of the meeting

In attendance:

Mrs A Arkwright, Head of Engagement
Mrs L Hancock, Corporate Services Administrator (minutes)
Mr P Howard, Trust Board Secretary
Mr A Foster, Chief Executive (to item 7)
Mrs P Law, Director of Nursing (for item 1)
Mr M Farrier, Consultant Paediatrician (for item 2)

The Chairman opened by welcoming the Trust Board Secretary to his first meeting of the Council of Governors since taking up post with the Trust.

1. 12-month progress report on CQC action plan

The Director of Nursing delivered a short presentation to provide the Council of Governors with an update on the progress that had been made following the Care Quality Commission ("CQC") inspection which took place in December 2015. Her presentation highlighted the following key points:

- The initial inspection took place between 8 and 11 December 2015 across all Wroughtington, Wigan and Leigh NHS FT ("WWL") sites and across 8 core services. The CQC had inspected under the Safe, Effective, Caring, Responsive and Well-led domains
- The final report was published on 22 June 2016 with an overall rating of 'good'
- There were 14 'must do' actions and 57 'should do' actions arising from the report. Progress on these has been monitored by the CQC at their engagement meetings with WWL
- WWL has used the CQC *Assure* system to produce and monitor its action plan. This is reported regularly into the Quality and Safety Committee and will be audited by Mersey Internal Audit Agency (MIAA) for assurance around the process
- 93% of actions had been completed to date. The Clinical Commissioning Group and CQC were aware of outstanding actions and had been provided with updates on these
- A follow-up unannounced inspection took place on 17 March 2017 which focused on the Emergency Department, Paediatric Emergency Care Centre ("PECC") and Rainbow Ward; this was primarily to provide the CQC with assurance that identified actions had been addressed
- The CQC noted that good progress had been made and highlighted some further issues for the Trust to consider. Action had subsequently been taken to address these concerns
- Formal feedback had not yet been received but informal feedback on the WWL staff who were involved with the inspection had been very positive

The Council of Governors was pleased to note the progress that continued to be made following the CQC inspection; particularly in relation to staff engagement and support and with training in Paediatrics. It was also noted that an internal inspection of PECC, Maternity and Rainbow Ward, supported by peers from external organisations, had taken place during

the previous week. Initial feedback had been positive and the formal report would be presented in due course.

The Council of Governors received the report and noted the content.

Mrs P Law left the meeting.

2. Hospital mortality

Mr M Farrier joined the meeting and delivered a presentation to provide the Council with an update on hospital mortality. This was a key area of focus for the Trust following a period of higher-than-usual hospital mortality.

His presentation highlighted the following key points:

- WWL had reported good mortality data over recent years, but in the last year a deterioration in performance had been noted
- Mortality data was statistically impacted by previous work to reduce the number of hospital admissions
- Studies had shown that there was no correlation between high mortality data and high numbers of avoidable deaths, thus high mortality data did not necessarily indicate poor care
- The biggest change that WWL had seen over the recent months was an increase in the number of patients being admitted for end of life care and an increase in the number of patients admitted from care homes
- Wigan had an aging population, as older people move from cities to the surrounding areas
- There had been an increase in the number of people being admitted to hospital that are living with dementia
- As people continue to live longer there would be a need for action to be taken nationally and locally to address the demands this would place on healthcare.

The Council of Governors thanked Mr Farrier for his presentation and noted the usefulness of effective advanced care planning. It was noted that the Trust continued to work with its partners across the health economy on a number of projects to improve mortality. This work was being led by the Mortality Working Group initiated by WWL.

The Council of Governors received the report and noted the content.

Mr M Farrier left the meeting.

3. Apologies for absence

Apologies for absence were received as indicated in the members' attendance record.

4. Declaration of interests

There were no opening declarations of interest.

5. Minutes of the previous meeting

The minutes of the Council of Governors meeting held jointly with the Board of Directors on 31 May 2017 were agreed as a true and accurate record.

The minutes of the Council's planning meeting held on 25 April 2017 were received for information.

6. Matters arising

The Council's work plan was received and noted.

With regard to the planning meeting scheduled to take place on 31 July 2017, clarification was sought around the timing of the meeting and it was agreed that this would be confirmed outside the meeting.

ACTION: Trust Board Secretary

7. Chief Executive's report

The Chief Executive provided an update in terms of recent performance:

- WWL's Hospital Standardised Mortality Rate (HSMR) was 118 for February 2017 (latest available data) but was expected to drop to 92 for March 2017
- There had been 3 cases of *C. difficile* and 1 case of Methicillin-resistant *Staphylococcus aureus* (MRSA)
- Month 2 finances had an adverse variance of £800k and this was currently subject to monitoring and review
- The Emergency Department was achieving just over 90%, and note was made of the fact that the standard would increase to 95% by the year end. WWL's Emergency Department was second-highest performing in GM
- All other targets continued to be met and there had been no serious harms in-month
- Sickness absence levels were good and the staff engagement team had been shortlisted for 2 national awards
- There had been a positive visit to Wrightington Hospital by the 'Getting It Right First Time' team with some areas for improvement identified which would be followed up on

Key areas of focus were in relation to clinical recruitment, Healthier Together and the uncertain political environment. Notwithstanding, good progress had been made with partner organisation and there were excellent opportunities for the Trust around orthopaedics.

The Council queried the rationale for the continued recruitment issues, given the recent overseas recruitment exercise. In response, the Chief Executive noted that the recruitment exercise had been for the whole of Greater Manchester and that, whilst positive for some specialties, it had not provided a solution for specialties such as emergency medicine or care of the elderly.

A discussion was also held surrounding the reported shortfall in finances at month 2. The Chief Executive commented that it was early in the financial year and that the opening months were usually challenging. Note was also made of some challenges around the tariff for revision procedures which do not necessarily reflect the complexity of the case. The Chief Executive confirmed that all divisions had been tasked with returning to plan by the end of July 2017.

The Council of Governors noted that Healthier Together remained a key concern for the Trust and sought clarification on this point. A Foster advised that whilst WWL was accepting of the Healthier Together premise, further assurance was required on the issue of potential double ambulance journeys, the future of surgical trainees at non hub sites and work flows. WWL and other similarly-affected Trusts were in discussion with the Healthier Together teams on these matters.

The Council of Governors received the report and noted the content.

Mr A Foster left the meeting.

8. Chairman's report

The Chairman briefed the Council on the work that was ongoing across the local health economy to transform hospital services and to ensure greater alignment across community services. He noted that a joined up IT strategy would be key to this.

The Council received and noted the verbal update.

9. Appointment of Lead Governor

The Trust Board Secretary presented a report which had been circulated prior to the meeting to highlight the need for the Council to identify a Lead Governor with effect from September 2017.

Following discussion, the Council:

1. APPROVED the process outlined at section 3.1 of the report for the identification of the Lead Governor
2. AGREED to retain the title of the role as 'Lead Governor'
3. AGREED to remove the requirement for nominations to have the support of two other members of the Council.

10. Questions from the Council of Governors

No questions were raised that had not been addressed during the meeting.

11. Governor reports by exception

No Governor reports were provided.

12. Items for information

No items for information had been presented to the meeting.

13. Date, time and venue of next meeting

The next meeting of the Council of Governors will be held on 30 October 2017, 3pm at Royal Albert Edward Infirmary.

A planning meeting will be held on 31 July 2017, 3.00pm at Royal Albert Edward Infirmary.