

Meeting Title	Council of Governors		
Date	16 July 2020	Agenda item	CGo.7.20.6

Chairman's Report

Presented by	Dr Maxwell Mclean, chairman		
Author	Jacqui Maurice, head of corporate governance		
Governance responsibility	Dr Maxwell Mclean, chairman		
Purpose of the paper	To provide an update to the Council of Governors on key items to note since the previous report provided in January 2020		
Action required	To note		
Previously discussed at/informed by	N/A		
Previously approved at:	Committee/Group	Date	

Situation
<p>1. Impact of Covid-19 on the Governors meetings and engagement schedule.</p> <p>As the Council is aware through our communications since our last publicly held council of governors meeting; in light of the pressures arising from the pandemic, altered governance arrangements were put in place in line with NHS England / NHS Improvement guidance on providing assurance in times of crisis management. Taking account of the advice issued by regarding governance arrangements and discussions held with the vice-chair of the council of governors; the following meetings and informal sessions scheduled with Governors were postponed.</p> <ul style="list-style-type: none"> • Joint meeting with Governors from Airedale NHSFT (26 March 2020) • Governors Informal meeting with the Chair (14 April 2020) • Governors and NED joint session (27 April 2020) • Council of Governors open meeting (27 April 2020) <p>The Governor development programme has also been postponed until further notice in the interests of compliance with the government directives in response to the pandemic. Prior to the guidance received from NHS England the governors did attend sessions scheduled in February and March. These are reported on below.</p> <p>2. Governors engagement calendar February and March 2020</p> <p>Although the engagement programme has temporarily ceased I am pleased to highlight the recent very well attended sessions that governors participated in during February and March.</p> <ul style="list-style-type: none"> • <u>Update on the NHS Long Term Plan</u>, led by John Holden, director of strategy and integration. • <u>End of Life Care</u>, led by Karen Dawber, chief nurse and Liz Price, lead nurse for palliative care • <u>Update on the Command Centre</u>, led by Sandra Shannon, chief operating officer.

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- Governor views on the '2020 vision for the Trust', led by John Holden, director of strategy and integration

At this session concerning End of Life Care an invitation was extended for a governor to become part of the policy and patient & public engagement working group with regard to end of life care. Once the engagement programme resumes in full the council will be presented with details regarding the governor role and expressions of interest will be sought from governors. It is expected that the council would confirm the governor representative for this group.

3. Closed council of Governors meeting held 23 April 2020

Whilst the open meeting of the council of governors was stood down in line with the guidance from NHS England / NHS Improvement, there were a number of items that were required to be dealt with by governors within a closed session. To this end a virtual meeting was held via teleconference on 23 April 2020 to deal with these matters. The full minutes of the meeting have yet to be confirmed by the council however, the council is reminded of the following two key decisions made.

- Appointment of the Vice-Chair of the Council of Governors. The two-year tenure of David Wilmshurst as Vice-Chair of the Council of Governors has been extended to the end of April 2021 given the present circumstances with regard to governance arrangements.
- Appointment of the External Auditor. The Council approved the recommendation from the Chair of the board of directors' audit and assurance committee to appoint Deloitte LLP as the External Auditor from 1 June 2020 to 31 May 2023 with an option to extend the contract for two further 12 month periods.

4. Key Communications

All governors continue to be in receipt of daily updates regarding the trust's covid 19 position. I have ensured that other key communications continue to be shared as a matter of course so that you continue to remain in touch with all developments at our trust. As a reminder, governors continue to have access to Let's Talk (staff newsletter), the daily Covid-19 global emails to staff (which also include links to the chief executive's podcasts and videos). I do hope that governors have found this of value.

Communications have also been shared with foundation trust members (via email). These communications have been providing links to key press releases particularly important in providing information regarding the operation of our trust during the pandemic. The bulletins circulated in April and May are attached at appendix 1. A third bulletin is being prepared and will be circulated shortly after this council of governors meeting.

Governors have also been in receipt of the excellent news regarding our Trusts 'Good' rating from the CQC. The congratulatory messages from governors to our staff for all their efforts and hard work have been shared via the staff newsletter. I also hope that our governors were pleased to receive the latest newsletter from our [Bradford Hospitals Charity](#) which I shared to highlight the remarkable generosity in response to the work our charity is doing at the present time.

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5. Governors Virtual Workshop

NHS Providers, which oversees the delivery of the Governwell programme (the national training programme for governors) and supports the national Governors Advisory Council is hosting throughout July a series of virtual events to provide governors with a national perspective on:

- Topical issues for governors
- An update from the NHS Providers Governors support team on the direct impact of COVID-19 on governor activities and
- The opportunity for governors to share experiences and engage directly with colleagues from the NHS Providers team.

I am pleased to confirm that our trust is well represented, through Dr Kavitha Nadesalingam, Ms Pauline Garnett and, Mr Dermot Bolton who will each attend one of the four events scheduled.

6. My quarterly meeting with Governors

I am pleased to let you know that I have now reinstated my informal quarterly sessions with Governors. My last session took place on Tuesday 14 July 2020. At our session the following items were discussed;

- New non-executive director appointment
- Significant new senior level appointments search now underway for the roles of;
 - chief operating officer
 - chief digital and informatics officer and,
 - associate director of corporate governance / board secretary
- Board governance review 'bureaucracy light'
- A proposed induction programme for all governors
- Trust performance challenges (particularly with regard to the cancer 62 day wait and, referral to treatment 40 weeks targets)
- The delivery of the joint annual general meeting and annual members meeting
- The intention of the board to refresh and re-launch the medium term strategy

Further additional commentary from the session will be provided at the council of governors meeting. My next quarterly meeting with governors will take place on Tuesday 6 October 2020.

7. Joint Session: Governors and Non-Executive Directors

I am also pleased to advise that these sessions have now resumed. Our next session will take place on Thursday 16 July from 2.15pm to 3.15pm (prior to the council of governors meeting). Again this will be a virtual session.

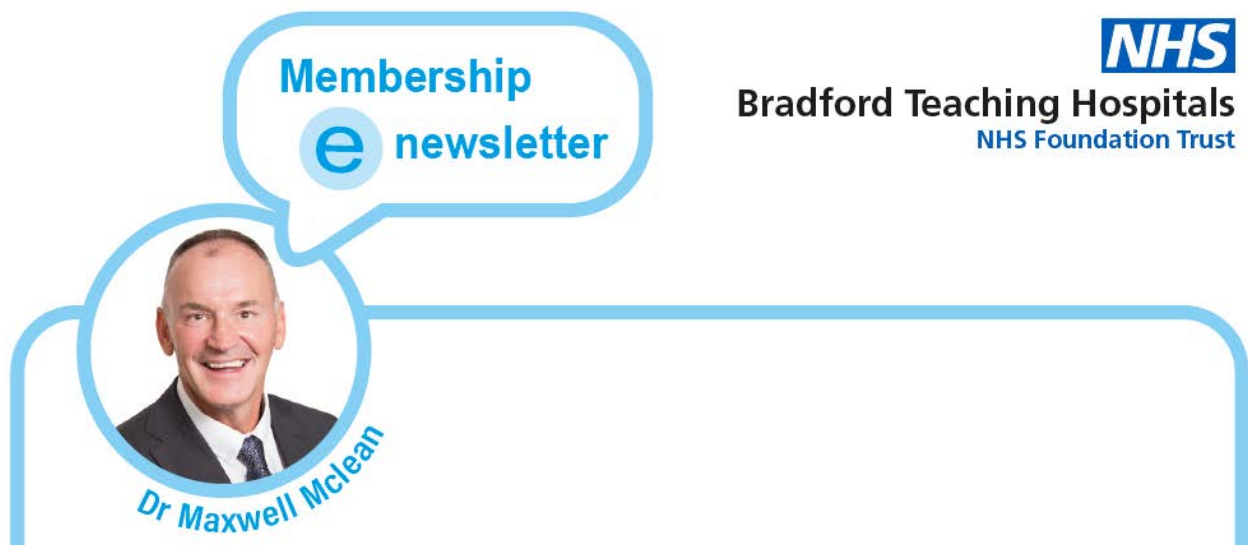
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Recommendation/s
The Council of Governors is asked to note the report.

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Appendix 1

Member e-bulletin April 2020



15 April 2020

We sincerely value our Foundation Trust members and at this difficult time, I want to reassure you that we are taking all possible steps to protect our patients, visitors and staff, and to highlight some of the things going on across our Hospital Trust.

Visiting patients and relatives' phone line

We have taken the really difficult decision to suspend all visiting to the hospital except in a few exceptional circumstances. We have further tightened restrictions on visitors to end all visiting on wards where patients require mechanical support for their breathing, including visits to patients receiving end of life care. Visits to patients receiving end of life care in other parts of the hospital are still possible with the prior agreement of the nurse in charge of the ward.

I appreciate how difficult it is when a loved one is in hospital, so we are encouraging patients to stay in touch with their relatives using video calling apps on their mobile phones using the free Wifi available throughout the hospital. We have also introduced 'FamilyView' to help families stay in touch.

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We have opened a relatives' line which can be used to get immediate updates on a patient's condition and to pass messages on. Because this line is busy, and to maintain confidentiality, we would ask that one family member is nominated on a daily basis who might pass information to other family members. Where there is a change in condition in a patient, staff from the ward will contact the family directly. The line is open daily from 7am to 8pm.

Further, we have created an e-mail inbox thinkingofyou@bthft.nhs.uk, which is an inbox where people can send videos and messages of support for us to play to patients.

More information on the ways in which you can keep in touch with loved ones whilst they are staying with us is available [here](#).

Appeal for crafted hearts

The fabulous team working in the Intensive Care Unit (ICU) have launched an appeal for crocheted/knitted/sewn pairs of hearts. Visiting restrictions during the pandemic mean that families of patients in ICU can't visit, and sadly patients will sometimes die separated from their loved ones. One heart will stay with the deceased patient, the other will be sent to the family. For Muslim families we will send prayer beads instead. If you wish to donate hearts they can be sent to the hospital: FAO ICU, Bradford Royal Infirmary, Duckworth Lane, Bradford BD9 6RJ. Hearts should be able to fit into a greetings card, and should be as flat as possible. A suggested crochet pattern can be found [here](#).

On the Front Line podcasts

Professor John Wright, a public health doctor, and Director of the Bradford Institute of Health Research is recording a series of interviews with colleagues of all levels working in the hospital about how coronavirus is affecting them and their work. Each new episode is broadcast on Radio 4 at 11 am every Tuesday. You can catch up on this fascinating insight into how the hospital is pulling together to overcome many of the challenges presented by the coronavirus outbreak by listening to the podcasts available on the BBC website: <https://www.bbc.co.uk/programmes/m000h5l1/episodes/downloads>

The NHS Hospital Heroes appeal

As well as being Chairman of the Trust, I am also Chairman of the Hospital Charity. The coronavirus pandemic has placed immense pressure on NHS services in Bradford and beyond, with staff across our hospitals working around the clock to care for patients. Staff in every area of the hospital are working hard – from the front-line to the back office. They have families, just like you, who they must leave behind to keep our NHS working for everyone. They have risen to the challenge of the pandemic, and continue to come to work and put patients first.

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We need your help now more than ever. We have launched the NHS Hospitals Heroes Appeal to support our staff across Bradford Teaching Hospitals and to encourage the public to show their support. You can do this in several ways: donate through our Just Giving account, businesses can donate goods or services, join our army of NHS volunteers and send messages of support.

More information on how to do each of these can be found [here](#).

CQC Rating: Good!

CQC has published its latest inspection report and I'm delighted to be able to say that they have rated the trust as Good, an improved rating from our previous 'requires improvement'. Inspectors visited unannounced both Bradford Royal Infirmary and St Luke's Hospital several times between November and January. During the course of their inspection they looked at four core services: maternity, medical care (including older people's care), children and young people's care and outpatients, and they looked at whether the Trust was safe, effective, caring, responsive and well-led. For the first time, the Trust also had a 'Use of Resources' assessment (a way of determining whether we make good use of the resources available to us) which was also rated as 'Good'.

Inspectors identified many areas of outstanding practice, and also highlighted some areas for improvement. More information about the findings can be found [here](#), and a copy of the inspection report can be found on the [CQC website](#). This is a fantastic achievement for us here in Bradford and I am very proud of all the staff working at the Trust.

Stay up to date

Please follow our official Twitter account (@bthft) and visit our website (www.bradfordhospitals.nhs.uk) to keep up to date with what's happening. As Foundation Trust members your support and feedback is invaluable to us. Thank you for being there for us.

Regards,



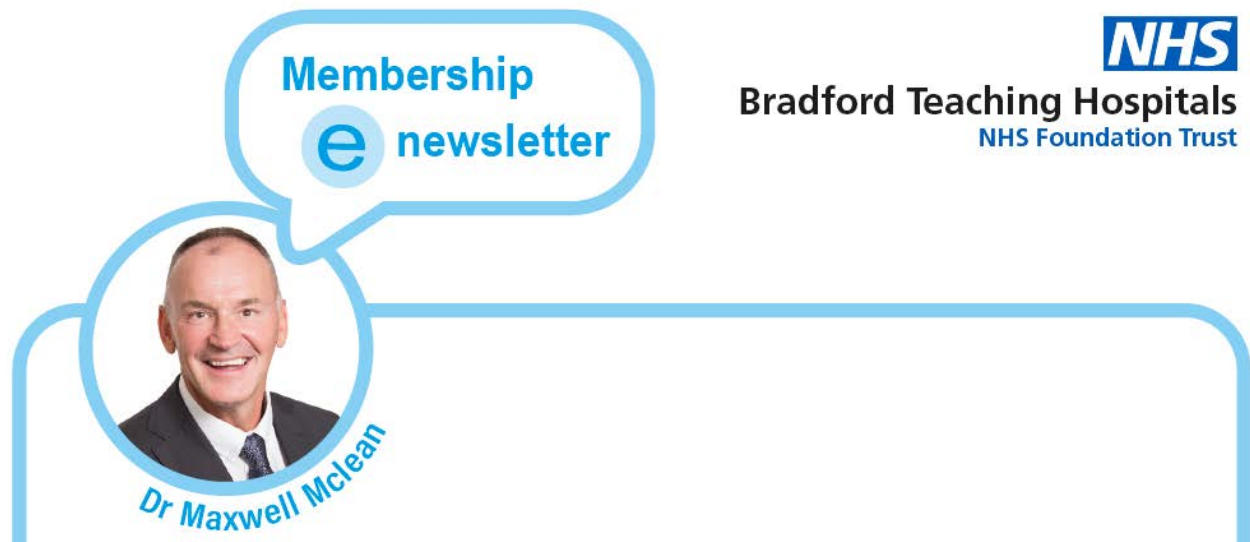
Dr Maxwell Mclean

Chairman

Bradford Teaching Hospitals NHS Foundation Trust

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Member e-bulletin May 2020



We sincerely value our Foundation Trust members and at this difficult time, I want to reassure you that we are taking all possible steps to protect our patients, visitors and staff, and to highlight some of the things going on across the Hospital Trust. As well as being the Chairman of the Trust Board, I am also Chairman of the Council of Governors, and this is the body which represents all of our membership.

A heartfelt thank you

We have been blown away by the amount of kindness and support we have received from the community here in Bradford and beyond. We have put together this [short film](#) to thank you for all the contributions and other support you have shown during this difficult time.

Wellbeing during lockdown

Covid-19 is bringing a great deal of worry and uncertainty to our lives. It is a new and extreme situation that people are adapting to – so it is natural to find this difficult and distressing. People may be feeling isolated, facing financial hardship or have additional worries about themselves or family members too.

There is lots of helpful guidance and support being made available from mental health and other organisations. These are 10 helpful ways we can all look after our wellbeing during this time, and beyond:

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- **Acknowledge our thoughts and feelings**, without judging them
 - **Be kind to ourselves when things are tough**, try to offer the same kindness we would with a dear friend
 - **Take a pause when we feel overwhelmed**, ask ourselves what we need to take care
 - **Focus on the things that we can control**, including what we can do support ourselves and others
 - **Keep or create new daily routines**
 - **Exercise or move our bodies** in whatever way if possible for us, following the guidance on social distancing or isolation
 - **Focus on something enjoyable**, bearing in mind we might need to find something new or different
 - **Stay connected to people who are important to us**, keeping in touch using phone or video
 - **Limit how often we read the media coverage**, so that this doesn't become overwhelming
 - **Avoid coping strategies that might have unhelpful consequences**, such as drinking, drugs or smoking

Visit [our website](#) for more information and a leaflet that you can download.

We are open for business

Keeping you safe and well remains our number one priority. We are still here to help if you are unwell and we are open 24 hours a day, 7 days a week. It's really important to seek medical help quickly if you experience symptoms of a stroke or heart attack, or an injury or other symptoms that would have prompted you to visit the A&E before Covid-19. Our Chief Medical Officer, Dr Bryan Gill explains more in this [video](#).

We have rearranged things in the A&E Department to keep people who don't have coronavirus symptoms away from those who do, so it may look a little different to how you've experienced it in the past. We've put together some information [here](#) which explains what will happen when you visit our accident and emergency department.

Some of our cancer services have temporarily moved to the Ramsay Yorkshire Clinic in Cottingley to protect high-risk patients during the COVID-19 crisis. This means that the chemotherapy delivery and phlebotomy services for haematology and oncology patients, as well as haemophilia services are now based at the Clinic. Transfusion delivery remains at the BRI. More information is available on our [website](#).

[GP practices](#), pharmacies, community and mental health services also remain open, so please don't wait until coronavirus is over before seeking help.

Several departments in the hospital have also put together their own short films which are available via our Facebook and Twitter accounts:

- Our maternity team has put this [information](#) together, highlighting when you should seek help during your pregnancy,

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- Our dieticians have also put together a [short film](#) outlining the work they are still doing to help you.
- Our children's health team has put together this [video](#) setting out symptoms your child may have which you shouldn't ignore

Visiting loved ones

I wanted to remind you about ways of keeping in touch with a loved one if they are in hospital. Most visiting has been stopped – exceptions are on the children's and neonatal wards where one parent can be with their child, for collecting patients on discharge and all patients receiving end of life care. All visits must be pre-arranged with the nurse in charge. Additionally, one birth partner may accompany a woman in labour, and a partner or other person may visit. More information can be found in a [series of short films](#) on our website, available in English, Urdu, Czech/Slovak, Polish and Parahi/Punjabi.

Frequently Asked Questions

We are developing some FAQs for patients and the public about changes to our services – these will be published on our website when they are available.

A heartfelt thank you from Bradford Hospitals' Charity



Thanks to the generosity of our communities our NHS Hospital Heroes appeal has now passed the £100,000 mark! You can read about this and more [here](#). To find out more about our Charity and how you can get involved please visit our dedicated pages at <https://bradfordhospitalscharity.org/>

We're on social media

Please visit our page at <https://www.facebook.com/BTHFT/> and our Twitter account @BTHFT to keep up to date with the latest news from the Trust. We also have a YouTube channel <https://www.youtube.com/user/bradfordhospitals1/featured> where we are uploading our videos in multiple languages, and some with British Sign Language.

As well as keeping the accounts updated with essential information about our services, we have started to publish a video at the end of each week which outlines what's happened across the trust during the week. You can find the first of these videos [here](#)

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Finally, I have been the [Chairman of the Trust](#) for a year now. I want to pay tribute to the heroic efforts of staff during this, the most challenging phase in the history of the NHS, and to say how proud of them I am that the Trust recently received a 'Good' rating from CQC.

Just a few of the stand-out moments are the Project Search graduation providing employment opportunities for young people with learning disabilities; our annual *Brilliant Bradford* award winners and my visits to their workplaces, the 10th anniversary of our ground-breaking Listening for Life Centre, and the official opening of our Command Centre sealing our digital maturity as a modern, progressive organisation.

Together with the rest of the NHS and care services, we'll get through the coronavirus crisis. We've got a tremendous team here at Bradford and we have a bright future ahead.

I hope you have found this newsletter useful and interesting. As members of our Foundation Trust your views really do matter and if you have any feedback you'd like to offer, or if you're interested in being more involved, please email me at membership@bthft.nhs.uk

Regards,



Dr Maxwell Mclean, Chairman