






**Cumbria, Northumberland,
Tyne and Wear**
NHS Foundation Trust

COUNCIL OF GOVERNORS PUBLIC
MEETING

COUNCIL OF GOVERNORS PUBLIC MEETING

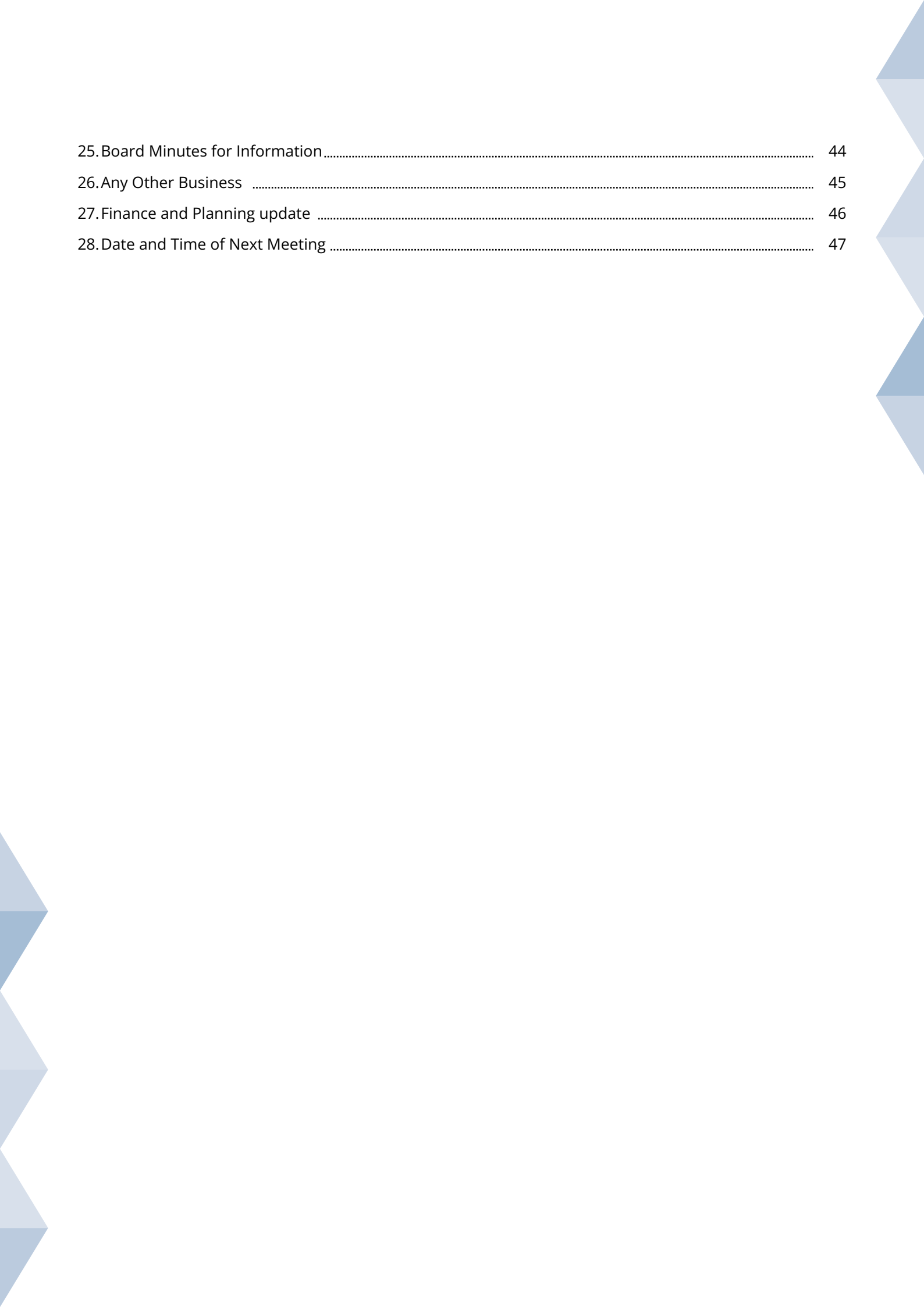
 11 May 2023

 14:00 GMT+1 Europe/London

 Trust Board Room and via Microsoft Teams


AGENDA

1. Agenda	1
1.1 Agenda COG General meeting May 2023 DRAFT.pdf	2
1.1 Welcome and Apologies for Absence	4
2. Declaration of Interest	5
3. Minutes of previous meeting held 9 March 2023.....	6
3. Draft Minutes CoG 9 March 2023 DH.pdf	7
4. Action Log and Matters Arising	14
4. COG Action Log COG 11.05.23.pdf	15
5. Chairs update	16
6. Chief Executive update	17
7. Deputy Lead Governor appointment (for approval).....	18
7. Deputy Lead Governor appointment May 23.pdf.....	19
8. Changes to the Council of Governors (for approval).....	21
8. Changes to the Council FINAL.pdf	22
9. Governor representatives on sub-committees and groups.....	24
9. Governor Reps on Committee 2023.pdf	25
10. Governor service visit feedback	27
10. Forensic CMHT - April 2023 DRAFT KA.pdf	28
11. Governors' questions	30
12. Governors Feedback - Quality and Performance Board Sub-Committee.....	31
13. Governors Feedback - Audit Committee Board Sub-Committee.....	32
14. Governors Feedback - Resource and Business Assurance Board Sub-Committee	33
15. Governors Feedback - Mental Health Legislation Board Sub-Committee.....	34
16. Governors Feedback - Provider Collaborative Board Sub-Committee.....	35
17. Governors Feedback - People Board Sub-Committee	36
18. Governors Feedback - Charitable Funds Board Sub-Committee.....	37
19. Governors Feedback - Nomination Committee.....	38
20. Governors Feedback - Governors Quality Group	39
21. Governors Feedback - Governors' Steering Group	40
22. Governors Feedback - Governors Governance Group.....	41
23. Governors Feedback - NHS Providers Governors Advisory Committee.....	42
24. Other feedback from Governor meetings and events.....	43




25. Board Minutes for Information	44
26. Any Other Business	45
27. Finance and Planning update	46
28. Date and Time of Next Meeting	47

1. AGENDA

 Ken Jarrold, Chair

REFERENCES

Only PDFs are attached

 1.1 Agenda COG General meeting May 2023 DRAFT.pdf

Council of Governors General Meeting Agenda

Council of Governors General Meeting Venue: Trust Board Room People will also be able to join via Microsoft Teams	Date: Thursday 11 May 2023 Time: 14:00pm – 16:00pm
--	---

Agenda Item	Owner	
1	Welcome and Apologies for Absence	Ken Jarrold, Chair verbal
2	Declaration of interest	Ken Jarrold, Chair verbal
3	Minutes of the meeting held 9 th Match 2023	Ken Jarrold, Chair Enc
4	Matters arising and action log	Ken Jarrold, Chair Enc
5	Chairs update	Ken Jarrold, Chair verbal
6	Chief Executive update	James Duncan, Chief Executive Verbal
7	Deputy Lead Governor appointment (for approval)	Debbie Henderson, Director Communications and Corporate Affairs Enc
8	Changes to the Council of Governors (for approval)	Ken Jarrold, Chair Enc
9	Governor representatives on sub-committees and groups	Ken Jarrold, Chair Enc
10	Governor service visit feedback	Ken Jarrold, Chair Enc
11	Governors' questions	Ken Jarrold, Chair verbal
Governor feedback		
12	Quality and Performance Board sub-committee	Anne Carlile and Jane Noble verbal
13	Audit Committee Board -Sub-Committee	Maria Hall and Jamie Rickelton verbal
14	Resource and Business Assurance Board Sub-Committee	Leyton Rahman and Tom Rebar verbal
15	Mental Health Legislation Board Sub-Committee	Fiona Grant and TBC verbal
16	Provider Collaborative Board Sub-Committee	Fiona Regan and Ian Palmer Verbal

17	People Board Sub-Committee	Anne Carlile and Danny Cain	verbal
18	Charitable Funds Corporate Trustee Sub-Committee	Fiona Grant and TBC	Verbal
19	Governors Nomination Committee	Ken Jarrold and Anne Carlile, Co Chairs	verbal
20	Governors Quality Group	Anne Carlile, Chair	verbal
21	Governors Steering Group	Ken Jarrold, Chair	verbal
22	Governors Governance group	Debbie Henderson, Chair	verbal
23	NHS Provider's Governor Advisory Committee	Anne Carlile	verbal
24	Feedback from Governor's meetings and events	All Governors	verbal
25	Board of Directors minutes for information	Ken Jarrold, Chair	verbal
26	Any Other Business	Ken Jarrold, Chair	verbal

Key Issue for Discussion


Finance and planning update

Executive Team


Pres

Date and Time of Next Meeting
Thursday 13th July 2023– 2:00pm – 4:00pm


1.1 WELCOME AND APOLOGIES FOR ABSENCE

 Ken Jarrold, Chair

2. DECLARATION OF INTEREST

 Ken Jarrold, Chair

3. MINUTES OF PREVIOUS MEETING HELD 9 MARCH 2023

 Ken Jarrold, Chair

REFERENCES

Only PDFs are attached

 3. Draft Minutes CoG 9 March 2023 DH.pdf

**Draft Minutes of the Council of Governors hybrid
Meeting held in public
Thursday 9th March 2023 from 2pm – 4pm
In person and via Microsoft Teams**

Present:

Ken Jarrold	Chairman (Chair)
Margaret Adams	Lead Governor/Public Governor for South Tyneside
Evelyn Bitcon	Public Governor for Cumbria
Anne Carlile	Deputy Leader Governor/Carer Governor for Older People's Services
Doreen Chananda	Staff Governor – Clinical
Kelly Chequer	Appointed Governor for Sunderland Council
Maria Hall	Appointed Governor for Gateshead Council
Thomas Lewis	Staff Governor – Medical
Jodine Milne-Reader	Public Governor for Sunderland
Ian Palmer	Public Governor South Tyneside
Wendy Pattison	Appointed Governor for Northumberland Council
Tom Rebar	Service User Governor – Adult Services
Fiona Regan	Carer Governor – Learning Disability and Autism
Jamie Rickelton	Public Governor for Gateshead
Emma Silver Price	Staff Governor – Non Clinical
Russell Stronach	Service User Governor Autism Services

In Attendance:

Darren Best	Non-Executive Director
Paula Breen	Non-Executive Director
Ramona Duguid	Chief Operating Officer
James Duncan	Chief Executive
Anna Foster	Trust Lead for Strategy and Sustainability
Debbie Henderson	Director of Communications and Corporate Affairs
Brendan Hill	Non-Executive Director
Michael Robinson	Non-Executive Director
Sarah Rushbrooke	Executive Director of Nursing, Therapies and Quality Assurance
Rajesh Nadkarni	Executive Medical Director / Deputy Chief Executive
Lynne Shaw	Executive Director of Workforce and OD

1. Welcome and apologies for absence

Ken Jarrold welcomed everyone to the meeting, Apologies for absence were received from:

Karen Lane	Public Governor for Newcastle, Rest of England and Wales
Denise Porter	Appointed Governor for Community and Voluntary Sector
Daisy Mbwanda	Shadow Governor-Staff Clinical
Jessica Juchau-Scott	Carer Governor Older People
Kevin Scollay	Executive Director of Finance
Kirsty Allan	Corporate Governance Manager

2. Declaration of Interest

There no were declarations of interest to note.

3. Minutes for approval

The minutes of the meeting held on 12 January 2023 were considered.

Approved:

- **The minutes of the meeting held on 12 January 2023 were agreed as an accurate record.**

4. Matters arising not included on the agenda and Action Log

There were no Matters arising.

Business Items

5. Chair's Report

Ken Jarrold noted that Margaret Adams will be stepping down from her Governor role on 31st March. Margaret has been a Governor for nine years undertaking the role as Lead Governor, chairing the Governors Quality Group, being an active member of her local community of South Tyneside as a family carer, nurse, social worker, and manager, as well as her own personal experiences of mental health care. On behalf of the Council of Governors, Ken thanked Margaret for all the work she has done in her role and the enormous contribution she has made to the Trust. Margaret will continue to Chair the Service User and Carer Reference Group. There will be a farewell event after the Quality Group meeting on 30th March for Margaret.

Despite the challenging times faced by the NHS and the Trust, Ken referenced two inspiring updates at recent Board meetings, one from Newcastle Recovery College and the other from Mental Health Concern. The presentations focused on the importance of collaboration and partnership working in delivering the best care and treatment for people needing our support. Ken reminded everyone that the community, voluntary and third sector partners are, and will continue to be, a key partner in the future of the Trust.

Ken referred to the Health Foundation Survey, capturing the thoughts of the public about the NHS. He referred to the low figures in relation to confidence in Government policy and planning, the fall in those feeling the NHS delivers a good service and the increase in people feeling the standard of NHS care will deteriorate over the next 12 months. Despite this, 90% of the public feel the NHS should continue to be free for all at the point of delivery, 84% continue to support funding for the NHS through taxation and 82% feel more funding is needed.

Resolved

- **The Council of Governors received the Chairs update.**

6. Chief Executive's Update

James Duncan referred to the challenges facing the NHS, nationally and locally, and advised that the national focus was moving towards the action needed to close the financial gap within the NHS. These discussions are taking place at system-wide level across the region and the Board remain fully sighted on the challenge ahead and the need to prioritise this moving into the 2023/24 financial year.

James provided an update on the national, regional, and local plans for industrial action by junior doctors. The Trust has contingency plans in place and risks are being managed and mitigated accordingly. Rajesh Nadkarni confirmed that Trust services should not be adversely impacted because of the planned industrial action.

James referred to the Children's Commissioner report on access to mental health services for children and young people. Sunderland CCG was reported as an area with the longest waits for access to children's services. James advised that waiting times was an area of significant concern for the Board and this is being closely monitored by the Trust's Quality and Performance Committee. This includes oversight of the actions required to reduce waiting times and recognition that this would require system-wide support.

James provided Governors with an update following discussions at system-level resulting in the establishment of a Partnership Board for Mental Health, Learning Disabilities and Autism for the North East and North Cumbria Integrated Care System (NENC ICS). The Partnership Board will be established as a formal sub-committee of the NENC Integrated Care Board (ICB) executive.

Resolved

- **The Council of Governors received the Chief Executive's update**

7. Equality, Diversity, and Inclusion update

Lynne Shaw provided an update on the Equality Delivery System (EDS), an NHSE system that helps NHS organisations improve the services they provide for their local communities and provide better working environments, free of discrimination. NHS organisations are required to score themselves via a self-assessment tool against three domains, commissioned or provided services, workforce health and wellbeing, and inclusive leadership.

Lynne provided an update on the Trusts position against the three domains including further areas for improvement which included further work on engaging with communities in terms of raising awareness of services, and information on accessing services and opportunities for employment/recruitment. Regarding supporting the wellbeing of our workforce, the Trust has secured funding through the Workforce Disability Equality Standard innovation fund to support the Trust's work on reasonable adjustments. This is being supported by the Staff Disability Network.

Lynne advised that discussions had commenced with Executive Director sponsors and Staff Network Chairs to explore how further support can be provided to the Network, and the Chairs in their Network roles.

Ken Jarrold commended the work which had been undertaken to date but acknowledged the further work required to improve the experiences of people within local communities and our workforce.

Margaret Adams encouraged Governors to attend meetings of the Staff Networks which are promoted through the weekly Governor bulletins.

Doreen Chananda referred to her personal experience whilst on placement in 2016 and queried whether the work the Trust was undertaking with the Bangladeshi community in Sunderland still takes place. Lynne advised that all localities were linking in with their local communities in different ways and agreed to bring back a summary of the involvement forums and activity to the next scheduled meeting.

Staff Survey update

Lynne Shaw presented a high-level update on the staff survey results from 2022. A more detailed update will be provided to the Council of Governors at the July meeting.

Fiona Regan asked if information was available in a 'league' table format for all Trusts in the region. Lynne advised that information in this format was not readily available however, would share the link to the HSJ update which Governors may find useful.

Anne Carlile expressed concern for all staff given the current challenges and demand within services, alongside the workforce challenges in terms of recruitment and sickness absence and asked if this has had an impact on response rates. Lynne shared Anne's concerns recognising that feedback historically has shown that non-completion of the survey can be due to a lack of perceived response to feedback. The Trust is therefore improving how feedback leads to change within the organisation.

Tom Rebar referenced the reduction in positive feedback on the friends and family question and the impact of this in terms of future recruitment. Ken suggested that this may reflect the feeling from staff on their ability to provide high quality care and treatment in the context of significant day to day pressures within services.

Action

- **Summary of the EDI activity and involvement within localities to be included in the next EDI update.**
- **Link to HSJ update on national staff survey results to be circulated to Governors.**

8. Governor Elections Outcome

Ken Jarrold referred to the report and highlighted the number of remaining vacancies despite the efforts to recruit Governors into posts. Ken put forward the recommendation from the Governors' Steering Group to continue to seek interest in filling vacancies with 'Shadow' Governors' in the run-up to this year's election process. Daisy Mbwanda has agreed to stand as Shadow Governor for the non-clinical staff Governor role.

In response to a query from Evelyn Bitcon, Debbie Henderson advised that expressions of interest are being sought from the Community and Voluntary Sector, including Cumbria for the vacating appointed Governor post at the end of April.

Approved

- **The Council of Governors approved the recommendation from the Steering Group to continue to seek interest in filling vacancies with 'Shadow' Governors**

9. Lead Governor appointment

Ken Jarrold referred to the recent process to seek expressions of interest from members of the Council of Governors for the Lead Governor role following the departure of Margaret Adams at the end of March. Anne Carlile was the single expression of interest received and it was approved that Anne step into the role as of 1st April 2023.

Approved

- **The Council of Governors approved Anne Carlile as Lead Governor as of 1st April 2023.**

10. Appointment process – Chair of the Council of Governors

Margaret Adams referred to the report which provided detail on the discussion at the Governors' Nomination Committee on the process for the recruitment of the Chair of the Council of Governors and Board of Directors. Authority for the management of the recruitment process is delegated to the Nomination Committee.

Working with David Arthur, Senior Independent Director and Debbie Henderson, Director of Communications and Corporate Affairs, Margaret provided detail of the proposed process for recruitment.

Approved

The Council of Governors approved:

- **The recruitment and appointment process outlined in the report for the Chair for Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust taking into consideration promoting and welcoming applications from people from diverse communities and people with other protected characteristics.**
- **The recommendation to appoint an external agency to facilitate the search element of the recruitment process.**

11. Governor Service visit feedback

There were no reports to consider.

12. Governor questions

There were no further questions to note.

Governor Feedback

13. Feedback from Quality and Performance Committee

Margaret Adams provided an update on committee discussions which included a quality focus on positive and safe care, restrictive practices and involvement of service users and carers. The meeting also received assurance on the work relating to delayed discharges and the HOPEs model of care. Other issues discussed included blanket restrictions, the potential of developing closed cultures and the work being undertaken by Darren Best, Non-Executive Director Chair of the Committee to align service visits into the committee reporting structure.

Darren Best advised that a quality focus will be provided at the April meeting on NICE guidance assurance, particularly in relation to transitions. Darren also advised that a regular review of the work to address waiting times also continues.

14. Feedback from Audit Committee

There were no key issues to update. Jamie Rickleton had joined the Audit Committee as Governor representative alongside Maria Hall.

15. Feedback from Resource and Business Assurance Committee (RABAC)

In the absence of Leyton Rahman, Paula Breen advised that no meetings have taken place since the January meeting. Paula welcomed Tom Rebar to the Committee as Governor representative alongside Leyton Rahman.

16. Feedback from Mental Health Legislation Committee

In the absence of Fiona Grant and Denise Porter, Michael Robinson provided an update following the January meeting which included a focus on key risks, an update on Mental Health Act Compliance and CQC MHA visits. Michael also referred to the lack of diversity within the Panel members group and encouraged expressions of interest from members of the Council of Governors.

17. Feedback from Provider Collaborative Committee

Fiona Regan noted that no meetings had taken place since the January meeting. Ian Palmer had joined the Committee as Governor representative alongside Fiona Regan.

18. Feedback from People Committee

Anne Carlile provided an update noting discussions had taken place on the staff survey results, the work on the equality, diversity, and inclusion agenda. Brendan Hill referred to discussions on ensuring the role of the Freedom to Speak Up Guardians and staff stories would be included in framing committee discussions.

19. Feedback from Charitable Funds Committee

Margaret Adams advised that an extra-ordinary meeting was scheduled to take place in March to discuss the development of a Charity Strategy for the Trust.

20. Governors Nominations Committee

Discussed above under item 10.

21. Group Update from the Governors Quality Group

Margaret Adams advised that the next meeting would take place on 30th March noting that the meeting was open to all members of the Council.

22. Update from the Governors Steering Group

Ken Jarrold provided an update following the previous meeting which focused on Governor elections, proposals around shadow Governors, Governor formal business and scheduling of key issues for discussion, and engagement with members and local communities.

23. Update from Governors Governance Group

No meetings had taken place.

24. Update from NHS Providers Governor Advisory Committee

Anne Carlile referred to a workshop which took place to discuss the role of the Governor Advisory Committee.

25. Feedback from Governor External Events and Meetings

None to report.

26. Board of Directors meeting minutes (discussion by exception only)

Received for information.

27. Any Other Business

Tom Rebar referred to a workshop for Children and young People in North Cumbria scheduled to take place on 28th March, at which, Tom would be making a speech. The event will be publicised in the weekly bulletins for Governors and Non-Executive Directors.

Key Issues for discussion

CNTW Strategy – With you in Mind

James Duncan and Anna Foster presented the draft version of the Trust's strategy 'With you in Mind'. The strategy has been developed following an extensive period of engagement with service users and carers, Governors, staff, and stakeholders. The feedback has resulted in a series of organisational commitments which are at the heart of the strategy. These will be delivered through five strategic ambitions, the delivery of which will be detailed in, and monitored by, the Trusts annual planning process.

Anna Foster provided detail on the five strategic ambitions and advised that the strategy would also be supported by a small number of sub-strategies to be developed by October 2023.

Governors welcomed the new strategy and suggested amendments in the following areas:

- Linking the strategy to Points of View and the importance of training in relation to autism.
- Ensuring the 'golden thread' of triangle of care and involvement within the partnerships strategic ambition.
- Clarification and expansion on the terminology used in connection with neurodiversity, neuro developmental disorders, neuro divergency, neuro disability and neuro developmental disorders.
- To review the secure care section to be written with a focus on recovery
- Ensure reference to the importance of the link between substance misuse, mental health, and autism.
- Ensuring to strategy encompasses all addictive behaviours.


James and Anna thanked Governors for their input into the development of the strategy which would be launched in May.

28. Date, Time, and venue of the next meetings:

Thursday 11th May 2023, 2pm – 4pm.

Trust Board Room, St Nicholas Hospital and also via Microsoft Teams.


4. ACTION LOG AND MATTERS ARISING

 Ken Jarrold, Chair

No action log

REFERENCES

Only PDFs are attached

 4. COG Action Log COG 11.05.23.pdf


**Council of Governors Meeting
Action Log as at 11th May 2023**

RED ACTIONS – Verbal updates required at the meeting


GREEN ACTIONS – Actions are on track for completion (no requirement for discussion at the meeting)

Item No.	Agenda item	Action	By Whom	By When	Update/Comments
Actions outstanding					
7	EDI update	Summary of the EDI activity and involvement within localities to be included in the next EDI update	Lynne Shaw	14 September 2023	On track
Completed actions					
7	EDI Update	Link to HSJ update on national staff survey results to be circulated to Governors.	Lynne Shaw/ Kirsty Allan	March 2023	Complete

5. CHAIRS UPDATE

 Ken Jarrold, Chair

6. CHIEF EXECUTIVE UPDATE


 James Duncan, Chief Executive

7. DEPUTY LEAD GOVERNOR APPOINTMENT (FOR APPROVAL)

 Debbie Henderson, Director of Communications and Corporate Affairs

REFERENCES

Only PDFs are attached

 7. Deputy Lead Governor appointment May 23.pdf

**Report to the Council of Governors' meeting
11th May 2023**

Recommendation for the appointment of Deputy Lead Governor

1. Introduction

Foundation Trusts (FTs) are required by NHS England to have in place a nominated 'Lead Governor'. The role of the Lead Governor is to be a conduit for direct communication between NHSE and the Council of Governors in the limited number of circumstances in which it may not be appropriate to communicate through the normal channels of Trust Chairman and Company Secretary (Director of Communications and Corporate Affairs). The role description is outlined in Appendix 1.

Although not a statutory requirement, some Trusts also appoint a **Deputy Lead Governor** to support the Lead Governor in their role, specifically deputising, and providing support for the Lead Governor, during periods of absence, and to help with succession planning for the Lead Governor role.

2. Nomination/appointment process

Expressions of interest were sought from the Council of Governors from 17th March 2023 with a closing date of 7th April 2023.

At that stage, only one nomination was received from Tom Rebar and there have been no further nominations received since that time.

On that basis, there was no requirement to proceed to voting stage.

3. Recommendation

The Council of Governors are asked to approve the appointment of Tom Rebar, Service User Governor for Adult Services as Deputy Lead Governor from 12th May 2023.

Ken Jarrold, CBE
Chairman of the Council of Governors and Board of Directors
May 2023

Person Specification and role for Lead Governor of the Council of Governors

The Role

The main duties of the Lead Governor will be to:

- Act as a point of contact for NHSE/I should the regulator wish to contact the Council of Governors on an issue for which the normal channels of communication are not appropriate.
- Be the conduit for raising with NHSE/I any Governor concerns that the FT is at risk of significantly breaching the Trust Provider Licence/Terms of Authorisation, having made every attempt to resolve any such concerns locally first and foremost.
- Chair such parts of meetings of the Council of Governors which cannot be chaired by the Chair or Vice-Chair due to a conflict of interest in relation to the business being discussed.
- Be the point of contact for any NHSE/I surveys/communications etc., specifically aimed at Lead Governors, and respond on the Council's behalf.
- Support any ad-hoc pieces of work as required by the Chairman and/or Company Secretary
- Lead ad-hoc pieces of work on as required by the Chairman and/or Company Secretary where it is appropriate to do so.


The Person

To be able to fulfil this role effectively the Lead Governor will:

- Have the confidence of Governor colleagues and of members of the Board of Directors
- Have a willingness to challenge and engage with Trust representatives including the Chair, Board of Directors and Director of Communications and Corporate Affairs/Company Secretary constructively
- Have the ability to influence and negotiate
- Be able to present well-reasoned argument
- Be committed to the success of the Trust
- Have the ability to Chair meetings showing leadership in areas where views may be divided
- Understand the role of NHSE/I and the basis on which NHSE/I may take regulatory action
- Be able to commit the time necessary to fulfil the role


Appointment as Lead Governor will be for a three-year term or until the current post-holders term of office comes to an end (whichever occurs first).

8. CHANGES TO THE COUNCIL OF GOVERNORS (FOR APPROVAL)

 Ken Jarrold, Chair

REFERENCES

Only PDFs are attached

 8. Changes to the Council FINAL.pdf

**Report to the Council of Governors' meeting
11th May 2023**

Recent changes to the Council of Governors composition

1. Introduction

Following the recent Governor election process earlier in the year, there has been some changes made to the Council. These changes were discussed at the April meeting of the Governors' Steering Group.

Carer Governor Children and Young People's Service

Due to the dis-engagement of the Janice Santos over the last 12 months, the Steering Group in February 2023 supported the proposal that Ken Jarrold, Chair of the Council of Governors, and Board of Directors, write to Janice with a deadline of 27th March 2023 requesting to make contact. Prior to this, Ken Jarrold and the Corporate Affairs Team have attempted to make contact with Janice via email, telephone and in writing since September 2022.

It is with regret that we have received no contact from Janice and therefore, a decision has been made to put forward a recommendation to the Council of Governors to step Janice down from the role of Carer Governor for Children and Young People's services. Should approval be given by the Council of Governors at its meeting on 11th May, this change will be effective from 12th May 2023.

Contact has been made with the Trust from a carer of a young person who is currently within our Children and Young Peoples Services expressing an interest to become a 'Shadow Governor' within this constituency until the elections are established in October 2023.

Carer Governor Learning Disability Services

Contact has been made with the Trust from a carer of a young person who is currently within our Learning Disability Services expressing an interest to become a 'Shadow Governor' within this constituency until the elections are established in October 2023.

Service User Governor Neuro-disability Services

Caleb Carter-West has stood down with immediate effect following a recent email notification to Ken Jarrold.

Within the Trust Constitution it states where membership of a Governor ceases for any reason elected Governors shall be replaced by inviting the person who was placed second in the previous election to fill the vacancy for the remaining period. Therefore, Russell Bowman has agreed to take up the post for the remainder of the term.

Appointed Governor for South Tyneside Council

Wilf Flinn has notified the Corporate Affairs Team that he will be standing down from his Governor role following the up-and-coming Counsellor elections. We have contacted Wilf who will notify us of his successor over the coming weeks.

Appointed Governor posts

We have made attempts to receive a nomination from both Cumberland Council and Cumbria University since December 2022. We are continuing in that communication but to date, we have

received no nominations to the Council of Governors. CEO Andrew Seekings has informed us that he has approach a leader within his council and will confirm their nomination in due course.

Appointed Governor for the Community and Voluntary Sector

Denise Porter has stepped down as Governor at the end of April 2023. Jack Wilson is engaging with CVS partners including Cumbria Community and Voluntary Sector to raise this opportunity with them.

Summary of existing Governor vacancies

Service User Governors <ul style="list-style-type: none">• Children and Young People Services• Learning Disability Services• Older People's Services
Carer Governors <ul style="list-style-type: none">• Neuro-Disability Services
Appointed Governors <ul style="list-style-type: none">• Cumberland Council (awaiting confirmation)• South Tyneside Council (From May)• Community and Voluntary Sector (From May)
University <ul style="list-style-type: none">• Cumbria University


2. Recommendation

The Council of Governors is asked to:

- **Approve** the recommendation to stand down Janice Santos as Carer Governor for Children and Young People's services.
- Note the appointment of Russell Bowman as Service User Governor for Neuro-disability services, and the decision of Caleb Carter-West to stand down.
- Note the opportunities in relation to the appointment of Shadow Governors for the Carer Governor posts for Children and young People's services and Learning Disability services.
- Note the current position in relation to Governor vacancies on the Council of Governors.


Kirsty Allan
Corporate Governance Manager
May 2023

9. GOVERNOR REPRESENTATIVES ON SUB-COMMITTEES AND GROUPS

 Ken Jarrold, Chairman

REFERENCES

Only PDFs are attached

 9. Governor Reps on Committee 2023.pdf

**Report to the Council of Governors' meeting
11th May 2023**

**Governor Representatives on Board Sub-Committees and
Governor Sub-Committees and Groups**

1. Introduction

Following Governor elections and decisions by some Governors to stand down over recent months, an ongoing refresh of the current Governor representation on both Board Sub-Committees and Governor Committees and working groups has taken place.

The Council of Governors are asked to note the vacancies within the membership as detailed in the table below. The table also provides detail of the current membership.

Board Sub-Committee's	Governor representatives
Audit Committee	Maria Hall, Appointed Governor for Gateshead Council Jamie Rickelton, Public Governor for Gateshead
Resource and Business Assurance Committee	Tom Rebar, Service User Governor for Adult Services Leyton Rahman, Public Governor for Northumberland
Mental Health Legislation Committee	Fiona Grant, Service User Governor for Adult Services Vacancy
Quality and Performance Committee	Anne Carlile, Lead Governor/Carer Governor for Adult Services Jane Noble, Carer Governor for Adult Services
Charitable Funds Committee	Fiona Grant, Service User Governor for Adult Services Vacancy
Provider Collaborative	Fiona Regan, Carer Governor for Learning Disabilities and Autism Ian Palmer, Public Governor for South Tyneside
People Committee	Anne Carlile, Carer Governor for Adult Services Danny Cain, Non-Clinical Staff Governor
Governors' sub-committee's and Sub-Groups	Governor representatives
Nomination Committee	Anne Carlile, Lead Governor and Co-Chair/Carer Governor Fiona Grant, Service User Governor for Adult Services Tom Rebar, Service User Governor for Adult services Victoria Bullerwell, non-clinical Staff Governor Yitka Graham, Appointed Governor from Sunderland University One additional governor required.

Steering Group	Anne Carlile, Lead Governor/Carer Governor for Adult Services Fiona Grant, Service User Governor for Adult Services Tom Rebar, Service User Governor for Adult services Victoria Bullerwell, Non-clinical Staff Governor Yitka Graham, Appointed Governor from Sunderland University One Public Governor representative required
Governors Governance Group	Fiona Grant, Service User Governor for Adult Services Tom Rebar, Service User Governor for Adult Services
Governors Quality Group	Open to all Governors
NHS Providers' Governors' Advisory Panel	Anne Carlile, Carer Governor for Adult Services
Equality, Diversity and Inclusion Governor Lead	Victoria Bullerwell, Non-Clinical Staff Governor
Staff Networks (Cultural Diversity, LGBT+, and Disability)	Open to all Governors to attend


2. Recommendation

The Council of Governors is asked to:

- Note the Governor representation and vacancies on the Board Sub-Committee, Governor Sub-Committees and Sub-Groups

Debbie Henderson
Director of Communications and Corporate Affairs
May 2023

10. GOVERNOR SERVICE VISIT FEEDBACK

 Ken Jarrold, Chair

REFERENCES

Only PDFs are attached

 10. Forensic CMHT - April 2023 DRAFT KA.pdf

SERVICE VISIT REPORT

NAME:

Anne Carlile, Lead Governor / Carer Governor, Adult Services
Doreen Chananda, Staff Clinical Governor
Kirsty Allan, Corporate Governance Manager

DATE:

14th April 2023

SERVICE NAME: Forensic CMHT

LOCATION: St Nicholas Hospital

CBU: Central Locality

NAME OF CONTACT FOR VISIT / NAME OF GUIDE:

David Goldsmith, Clinical Manager, Secure Services
Sandra Barker, Associate Nurse Director

KEY FINDINGS / IMPRESSIONS FROM VISIT

Key findings:

- Lovely environment very clean, tidy, bright and secure. Access to CMHT via intercom and greeted on arrival.
- Introduced to all members within the team on the day.
- A regional service which provides care and treatment for both adults male and female who have a history of offending and pose risk to others.
- Service comes into contact with the criminal justice system and been within the secure in-patient pathway.
- Provides coordination for these patients upon discharge
- Provides in-reach into secure inpatient to work towards discharge, reducing length in secure beds, reduce re-admission and provides ongoing service in the community using interventions.
- 9am – 5pm service with the team covering the full footprint of the Trust and also some work within TEVV as part of the Provider Collaborative.
- The team provides scaffolding and risk advice to other mental health services through access to Forensic Liaison Clinics to provide help with discharge pathways.
- There is no waiting list for this service.
- Once discharged from inpatients patients are taken on for care coordination which is counterproductive.
- 63 patients currently on care coordination with each practitioner within the team having a caseload of 12.
- In-reach into secure wards between Newcastle / Roseberry Park with 87 on caseload.
- Scaffolding work with CTTs having point of contact / group supervision with SGP and HWP for restricted patients.
- No staffing issues to note. Team is very positive and emphasised the stability and support within the team. There is currently one nurse vacancy.
- Richmond Fellowship working within the team
- Patient appointed into a full-time position within ReCoCo after many years in service which will be a brilliant story for a future Public Board session.
- The entire team have an awareness of each patient from the start of contact with the team so if anyone is in urgent need any member of the team could see them and know the history if in crisis.

Please return completed report to kirsty.allan@cntw.nhs.uk

COMMENTS RECEIVED FROM SERVICE USERS / CAERS / FAMILIES DURING THE VISIT

Comments:

None to note.

POINTS TO RAISE AT COUNCIL OF GOVERNORS MEETING

Comments:

A enthusiastic team who goes the extra-mile to help all of their patients and staff. Shares training / learning between teams.

An opportunity to visit Sycamore Hospital in August/September.

A service user/ staff story to be presented to a future Public Board session.

PLEASE QUOTE ME


Please write here your comments on what you would like to appear in the Trust Bulletin:

Thank you to Sandra Barker, Dave Goldsmith and Mark Scott and all the people that are working so hard to deliver a well-established and securely run service. It is great to see the visibility of managers and learn about the leadership of the team.

Thank you


Please return completed report to kirsty.allan@cntw.nhs.uk

11. GOVERNORS' QUESTIONS


 Ken Jarrold, Chair

12. GOVERNORS FEEDBACK - QUALITY AND PERFORMANCE BOARD

SUB-COMMITTEE UPDATE

 Anne Carlile

13. GOVERNORS FEEDBACK - AUDIT COMMITTEE BOARD SUB-COMMITTEE

 Maria Hall


14. GOVERNORS FEEDBACK - RESOURCE AND BUSINESS ASSURANCE

BOARD SUB-COMMITTEE

 Leyton Rahman


15. GOVERNORS FEEDBACK - MENTAL HEALTH LEGISLATION BOARD

SUB-COMMITTEE

 Fiona Grant

16. GOVERNORS FEEDBACK - PROVIDER COLLABORATIVE BOARD

SUB-COMMITTEE


 Fiona Regan and Ian Palmer

17. GOVERNORS FEEDBACK - PEOPLE BOARD SUB-COMMITTEE


 Anne Carlile / Danny Cain

18. GOVERNORS FEEDBACK - CHARITABLE FUNDS BOARD

SUB-COMMITTEE

 Fiona Grant

19. GOVERNORS FEEDBACK - NOMINATION COMMITTEE

 Ken Jarrold / Anne Carlile - Co Chairs

20. GOVERNORS FEEDBACK - GOVERNORS QUALITY GROUP

 Anne Carlile, Chair

21. GOVERNORS FEEDBACK - GOVERNORS' STEERING GROUP


 Ken Jarrold, Chair

22. GOVERNORS FEEDBACK - GOVERNORS GOVERNANCE GROUP

 Debbie Henderson, Chair

23. GOVERNORS FEEDBACK - NHS PROVIDERS GOVERNORS ADVISORY


COMMITTEE

 Anne Carlile


24. OTHER FEEDBACK FROM GOVERNOR MEETINGS AND EVENTS

 All Governors


25. BOARD MINUTES FOR INFORMATION

 Ken Jarrold, Chair

26. ANY OTHER BUSINESS

 Ken Jarrold, Chair

27. FINANCE AND PLANNING UPDATE

 Executive Team

28. DATE AND TIME OF NEXT MEETING

 Ken Jarrold, Chair

13th July 2023, 2pm - 4pm
Trust Board Room, St Nicholas Hospital

Please note Governors have the opportunity to meet for an informal catch up with lunch provided from 1pm