

COUNCIL OF GOVERNORS

Tuesday 5th April 2016

11.00 am, Conference Room 7, Ground Floor, The Curve

AGENDA

ITEM		ACTION	PRESENTED BY
01	Welcome and Introductions		Malcolm Cowen, Interim Chair
02	Apologies for Absence	To Note	Malcolm Cowen, Interim Chair
03	Minutes of the Previous Meeting held 29 th February 2016	To Approve	Malcolm Cowen, Interim Chair
04	Matters Arising from the Previous Meetings	To Note	Malcolm Cowen, Interim Chair
05	Chair's Report	To Note	Malcolm Cowen, Interim Chair

GOVERNANCE AND QUALITY

06	Chair Recruitment – Recommendation from the Nominations Committee	To Approve	Malcolm Cowen, Interim Chair/Chair of the Nominations Committee
07	Update on Membership Engagement Plan/Governor Development	To Note	Les Allen, Public Governor (Bolton)
08	Staff Governor Elections	To Approve	Kim Saville, Company Secretary
09	Lead Governor Update (Verbal Update)	To Note	Anne Broadhurst, Lead Governor
10	Register of Interests	To Note	Kim Saville, Company Secretary

ANY OTHER BUSINESS

11	Any Other Business	To Note	All
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DATE AND TIME OF NEXT MEETING

The next Council of Governors' meeting will take place on 5th July 2016 at 10.30am in Conference Room 7, The Curve

respect • we work together • we go the extra mile • we are welcoming and friendly • we are caring and kind • we value and respect • we work together • we go the extra mile • we are welcoming and friendly • we are caring and kind • we value and respect

Council of Governors

TITLE OF REPORT:	Minutes of the Previous Meeting Held 29 th February 2016
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	03
PRESENTED BY:	Malcolm Cowen, Interim Chair
AUTHOR(S):	Kim Saville, Company Secretary

EXECUTIVE SUMMARY:	The Council of Governors is asked to receive and approve the minutes of the previous meeting held 29 th February 2016.
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RECOMMENDATIONS:	To Approve
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UNRATIFIED

**PUBLIC JOINT BOARD OF DIRECTORS AND COUNCIL OF GOVERNORS MEETING, MONDAY
29TH FEBRUARY 2016, 10.30 AM, CONFERENCE ROOM 7, THE CURVE**

PRESENT:

Board of Directors:

Alan Maden	-	Chair
Terry McDonnell	-	Non-Executive Director
Malcolm Cowen	-	Non-Executive Director
Julie Jarman	-	Non-Executive Director
Anthony Bell	-	Non-Executive Director
Kathy Doran	-	Non-Executive Director
Bev Humphrey	-	Chief Executive
Steve Colgan	-	Medical Director
Ismail Hafeji	-	Director of Finance, Capital and IM&T
Gill Green	-	Director of Nursing & Operations
Neil Thwaite	-	Deputy Chief Executive/Director of Development & Performance
Andrew Maloney	-	Director of HR & Corporate Services

Council of Governors:

Anne Broadhurst	-	Lead Governor
Peter Baimbridge	-	Public Governor: Salford
Jonathan Elster	-	Public Governor: Salford
Paul Butcher	-	Public Governor: Trafford
Sylvia Seddon	-	Public Governor: Trafford
Hazel Carter	-	Public Governor: Trafford
Phil Saxton	-	Public Governor: Other North West
Rob Beresford	-	Public Governor: Other North West
Iris Emery	-	Service User & Carer Governor
Margaret Willis	-	Service User & Carer Governor
Margaret Riley	-	Service User & Carer Governor
Fareed Bashir	-	Staff Governor: Medical
Jennifer Carlisle	-	Staff Governor: Nursing
Sarah McDonald	-	Staff Governor: Non-Clinical
Eddie Murdoch	-	Staff Governor: Non-Clinical
Julie Turner	-	Staff Governor: Non-Clinical
Alan Mitchell	-	Appointed Governor: Trafford MBC

IN ATTENDANCE:

Kim Saville	-	Company Secretary
Steph Neville	-	Stakeholder Development Manager
Caroline Vining	-	Communications and Marketing Manager
Lear Rothwell	-	Deputy Director of Service and Business Development
One member of the public		

		Action
36/16	<p>Welcome and Introductions</p> <p>Alan Maden, Chair, opened the meeting and extended welcome to the member of public in attendance. Alan Maden advised the Council of Governors that Jennifer Carlisle, Staff Governor (Nursing), is leaving the Trust and is therefore stepping down from the Council of Governors with effect from 29th February 2016. Alan Maden thanked Jennifer Carlisle for her contribution.</p>	Noted
37/16	<p>Apologies for Absence</p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Les Allen – Public Governor (Bolton) • Desmond Bradley – Public Governor (Bolton) • John McLellan – Public Governor (Salford) 	Noted
38/16	<p>Declarations of Interest</p> <p>There were no declarations of interest.</p>	Noted
39/16	<p>Minutes of the Previous Meeting</p> <p>The minutes of the following meetings were agreed as an accurate record:</p> <ul style="list-style-type: none"> • Board of Directors Meeting (Part 1) held on 25th January 2016 • Council of Governors Meeting held on 1st December 2015 	Approved
40/16	<p>Matters Arising from Previous Meetings</p> <p>There were no matters arising.</p>	Noted
41//16	<p>Chair’s Report</p> <p>Alan Maden presented his Chair’s Report. Alan Maden drew particular attention to the CQC Inspection, advising that the feedback received at the end of Inspection Week was positive. Identified areas for improvement are being progressed. Alan Maden briefed the meeting on his attendance at the openings of the Lowry Unit and Orchard Community Centre and confirmed that the Carers’ Strategy has been refreshed. The introduction of the Living Wage was well received and the meeting noted the Trust’s continued positive financial and operational performance.</p> <p>Jonathan Elster, Public Governor (Salford), highlighted the positive impact of Key</p>	Noted

	<p>103's Mission Christmas scheme in Salford and thanked all involved at the Trust.</p> <p>The meeting noted the Report.</p>	
42/16	<p>CQC – Day Zero Film</p> <p>The meeting viewed the film shown to the CQC as part of the CQC Inspection Week Day Zero presentation. Bev Humphrey, Chief Executive, advised that the film will be used for Trust induction and recruitment going forward.</p>	Noted
43/16	<p>The Five Year Forward View for Mental Health – A Report from the Mental Health Taskforce</p> <p>Bev Humphrey, Chief Executive, presented the Mental Health Network's summary of the Mental Health Taskforce's Report ('The Five Year Forward View for Mental Health'). The meeting noted that the Taskforce Report had been commissioned by NHS England following the publication of the Five Year Forward View, with the Taskforce chaired by Paul Farmer (Chief Executive of Mind). Bev Humphrey outlined the links to the Devolution Greater Manchester Mental Health and Wellbeing Strategy and the Trust's Operational Plan priorities. Bev Humphrey advised that not every area will be expected to progress the Taskforce Report priorities at the same rate.</p> <p>Bev Humphrey drew the meeting's attention to the following priorities identified by the Taskforce and outlined GMW's position/involvement against each. A number of the priorities are for achievement in the next couple of years, but the majority are by 2020/21. Priorities:</p> <ul style="list-style-type: none"> • <i>Crisis care</i> – 24/7 community-based care, mental health liaison in acute hospitals and reduction in suicide rates • <i>Physical healthcare</i> – primary care (early detection and screening at GP practice level), older age (co-morbidities and input of old age psychiatry) and dual diagnosis • <i>Children and young people</i> – new models of care for 16-25 year olds and perinatal care (specialist inpatient mental health units) • <i>Acute and secure services</i> – commitment to eliminate out of area placements by 2020/21 (noted that this is an issue for city of Manchester), tackling over-representation of BME and any other disadvantaged groups in acute care, and admission avoidance and step-down for those with severe and chronic mental health • <i>Employment</i> – increasing access to IAPT services and doubling the number of people supported into employment • <i>Workforce</i> – working with Health Education England on future mental health workforce • <i>Wider multi-sectoral issues</i> – including research and development, digital technology, criminal justice and tackling stigma <p>Bev Humphrey summarised the proposed implementation process, which</p>	Noted

	<p>includes the establishment of a National Programme Board across arms lengths bodies with NHS England as lead. The meeting noted that transparency of data, both from providers and commissioners, will be key. Commitment has also been made to phase in an additional £1billion investment by 2021/21, though the staging of this is unclear. A national implementation plan is expected in the next 4/5 months. Bev Humphrey assured the meeting that close attention will be paid to the establishment of the National Programme Board with steps taken to involve the Trust.</p> <p>Sylvia Seddon, Public Governor (Trafford), welcomed the progress already made by the Trust in the identified priority areas, but questioned whether Devolution Manchester and/or the proposed MMHSCT acquisition will restrict further development. Bev Humphrey acknowledged that MMHSCT have further to go against some of the national priorities. Bev Humphrey assured the meeting that, if successful, focus will be on sustaining the Trust’s progress and developing a realistic action plan for MMHSCT.</p> <p>In response to a query from Anne Broadhurst, Lead Governor, Bev Humphrey advised that the Trust is staying close to discussions regarding future commissioning arrangements for specialist services.</p> <p>Terry McDonnell, Non-Executive Director, sought assurance that systems are in place to manage any changes to payment mechanisms. Bev Humphrey indicated that the Trust is well-placed to respond to any changes. The meeting noted that is remains unclear whether a national payment system will be introduced or a Greater Manchester tariff for mental health. The next six months will be key in terms of bringing national and local strands together.</p> <p>Jonathan Elster sought further clarity on objectives for children and young people’s services. Bev Humphrey summarised the challenges in relation to age barriers and transition between services, and referenced the evidence base for early intervention and early diagnosis.</p>	
44/16	<p>Greater Manchester Mental Health and Wellbeing Strategy</p> <p>Meeting members received copies of the most recent version of the Strategy (dated 23rd February 2016), which has been updated since the papers were distributed. Bev Humphrey outlined the main changes, including prioritisation of suicide prevention, a rebasing of some of the health economics evidence and timescales for early priorities. A reference to the ‘Dementia United’ project has also been incorporated.</p> <p>Bev Humphrey directed attention towards the ‘Strategic Plan on a Page’, highlighting the pillars of prevention, access, integration and sustainability, and the Priority Initiatives for Early Intervention, noting the timescale changes, challenge presented and need to work jointly with social care, employment and housing. The meeting noted the Economic Case, specifically the reducing commissioner spend on mental health. 2015/16 figures are awaited.</p>	Noted

	<p>Kathy Doran, Non-Executive Director, queried whether mental health investment in Manchester represents a fair share. Bev Humphrey confirmed that a lack of synergy currently exists between Locality Plans and the Mental Health and Wellbeing Strategy. The Strategy has lifted ambitions for mental health and discussions are ongoing regarding transformation funding. Kathy Doran expressed interest in seeing the economic case for local authorities, which Bev Humphrey has also called for.</p> <p>Jonathan Elster sought clarity on how the total cost of suicide figure has been calculated. Bev Humphrey and Steve Colgan, Medical Director, advised that this figure reflects the cost to society of life being prematurely ended, including loss of productivity.</p> <p>In response to a query from Julie Jarman, Non-Executive Director, Bev Humphrey confirmed that the reference to provider landscape redesign relates to the organisational solution required for MMHSCT. Bev Humphrey also advised that work is ongoing to understand the challenges and strategic intentions for both NHS and local authority estate across Greater Manchester. Bev Humphrey assured the meeting that the Trust's estate will legally remain with GMW.</p> <p>The meeting discussed the meaning of 'place-based care' following comment from Fareed Bashir, Staff Governor (Medical). All noted that primary care provision is critical in enabling a more holistic, integrated approach.</p> <p>Bev Humphrey confirmed that the Strategy was approved by the Greater Manchester Health and Social Care Partnership Board on 26th February, which Alan Maden attended, and is now in the implementation phase. Bev Humphrey expressed confidence that mental health will see some level of investment from NHS England's £450million Transformation Fund to enable delivery of the Strategy.</p>	
45/16	<p>Operational Plan – Key Priorities for 2016/17</p> <p>Neil Thwaite, Deputy Chief Executive/Director of Development and Performance, presented the Trust's 'Plan on a Page', which maps the key priorities for 2016/17 against the Trust's strategic objectives. Neil Thwaite outlined the business planning process and confirmed that the Trust submitted its draft, annual Operational Plan to Monitor on 8th February 2016. The final plan is required by 11th April 2016.</p> <p>The views of the Board of Directors and Council of Governors were sought on the priorities. Feedback received will be incorporated into the final plan. The meeting noted that detailed business plans sit behind the 'Plan on a Page'.</p> <p>Neil Thwaite summarised the key priorities for the Trust's district and specialist services. Neil Thwaite quantified the level of investment from new developments over the next 12 months at £7million. Examples include:</p>	Noted

	<ul style="list-style-type: none"> • Investment in early intervention in psychosis services to enable achievement of access targets; • Lead provider for psychological therapies services in Bolton; • Working Well Talking Therapies Service across Greater Manchester; • Braeburn House (formerly Charles House) – 28-bedded unit for City of Manchester patients requiring complex rehabilitation; • New health and justice services i.e. HMPs Risley and Thorn Cross; and • Tier 4 drug and alcohol services for St. Helens and Knowsley Councils. <p>In response to a query from Jonathan Elster, Neil Thwaite advised that there are currently no agreed plans for the ‘mothballed’ Eagleton Ward at Meadowbrook.</p> <p>Fareed Bashir sought further information on the capital work at Gardener Unit. Bev Humphrey confirmed that, due to the nature of the patients at Gardener Unit, the Trust is in the process of reviewing security measures.</p> <p>Sylvia Seddon noted the intention to expand teams and questioned whether recruitment would be an issue. Neil Thwaite briefed the meeting on the Trust’s proactive approach to recruitment and vacancy management, which the Trust has worked hard to develop over the last 12 months. The meeting noted the success of a Recruitment Event held at The Curve in January 2016. The meeting also noted that the CQC did not raise any concerns regarding staffing/vacancies during the recent Inspection. Andrew Maloney, Director of HR and Corporate Services, confirmed that a focus this year will be on staff retention.</p> <p>In response to a question from Eddie Murdoch, Staff Governor (Non-Clinical), Neil Thwaite confirmed that the Discover service (Central Lancashire) is being re-designed to enable achievement of commissioner savings targets. The redesign may impact on staff, but use of buildings is also under consideration. Gill Green, Director of Nursing and Operations, confirmed that modelling is underway and assured the meeting that every effort will be made to accommodate as many members of staff as possible. Gill Green referenced similar processes undertaken in Salford and Cumbria. The meeting noted that all community-based drug and alcohol services are performing well.</p> <p>Julie Jarman highlighted the link between mental health and poverty and noted the absence of this in both the national and local strategy.</p>	
46/16	<p>Developing the 2015/16 Quality Account</p> <p>Neil Thwaite briefed the meeting on the proposed approach to, and timescales for, developing the 2015/16 Quality Account. Neil Thwaite highlighted the role of the Council of Governors in this process and confirmed that Lear Rothwell, Deputy Director of Service and Business Development will be producing this year’s Quality Account.</p>	Noted

	<p>Neil Thwaite advised that, as in previous years, the Council of Governors is likely to be required to choose one local indicator for external audit in addition to the two mandated indicators. The governors considered the two suggested indicators included in the paper and agreed on sickness absence rates.</p> <p>The meeting reviewed the current eight Quality Account improvement priorities, noting changes made in the previous year. Neil Thwaite confirmed that views will also be sought from other key stakeholders (internal and external) on the improvement priorities. The Board will make the final decision on the priorities.</p> <p>Kathy Doran, and a number of governors, supported the addition of a priority relating to children and adolescent mental health services (CAMHS). Anne Broadhurst referenced the positive work already done in relation to the carers priority and suggested that the Care Act should be included in Trust induction and staff recruitment.</p> <p>Neil Thwaite outlined the timescales for production and publication of the Quality Account and confirmed that KPMG's audit report will be brought back to the Council of Governors.</p>	
47/16	<p>Appointment of External Auditors – Proposed Process</p> <p>Kim Saville, Company Saville, outlined the proposed process for the appointment of the Trust's external auditors. The meeting noted the statutory role of the Council of Governors in the appointment of the external auditors and the expiration of the current contract on 31st December 2016.</p> <p>The meeting approved the proposed approach and timescales.</p> <p>Kim Saville confirmed that the three non-executive members of the Audit Committee had committed to supporting the proposed External Auditor Working Group, with the Audit Committee Chair able to Chair the group. The meeting approved the proposed Chair.</p> <p>The meeting noted that Les Allen, Public Governor (Bolton) had put himself forward for the Working Group. Paul Butcher, Public Governor (Trafford), Phil Saxton, Public Governor (Other North West) and Alan Mitchell, Appointed Governor, also volunteered to join the Working Group. Kim Saville advised that an initial meeting will be scheduled for March, with a view to agreeing the specification, award criteria and scoring methodology for procurement.</p> <p>A recommendation on the external auditor will be brought back to the July 2016 meeting of the Council of Governors.</p>	Approved
48/16	<p>Membership Engagement Plan Update</p> <p>Steph Neville, Stakeholder Development Manager, updated the meeting on the implementation of the Stakeholder Engagement Plan. Steph Neville drew attention to the Membership Governor Working Group Terms of Reference and</p>	Noted and Approved

	<p>summarised work undertaken in relation to membership analysis, review of membership literature and approaches to membership recruitment, and governor personal development plans. The meeting noted the planned next steps.</p> <p>The Working Group Terms of Reference, and proposed Chair, were approved by the Council of Governors.</p>	
49/16	<p>Lead Governor Verbal Update</p> <p>Anne Broadhurst provided positive feedback on the Carers Event held on 29th January 2016. Over 100 carers attended from across the Trust’s footprint, with Anne Broadhurst also using the event as an opportunity to attract new members.</p> <p>The meeting noted that a regional Carers Event will be hosted at The Curve on Saturday 5th March 2016. Organisations invited to attend include Pennine Care and Manchester Mental Health and Social Care NHS Trust. Carers from across the Trust’s services will be there, in addition to members of the CARE Hub.</p> <p>Following up on the previous agenda item, Anne Broadhurst advised that the Annual Members Meeting will be a good opportunity to highlight the achievements of the Membership Governor Working Group.</p>	Noted
50/16	<p>Update on Chair Recruitment</p> <p>The meeting noted the minutes of the Nominations Committee held on 1st February 2016.</p> <p>Malcolm Cowen, Non-Executive Director and Chair of the Nominations Committee, provided an update on the ongoing Chair recruitment process. Malcolm Cowen advised that 11 applications were received, from which a long-list of 8 was drawn with the support of Diane Charnock, Recruitment Consultant. The Nominations Committee met on 26th February 2016 to review feedback from preliminary interviews with Diane Charnock and agreed a short-list of five candidates. The final selection process will take place on 14th March 2016, with candidates meeting Bev Humphrey beforehand on 11th March 2016.</p> <p>Andrew Maloney advised that, given the number of short-listed candidates, the programme for 14th March 2016 will now only comprise presentations to the Nominations Committee and Trust Board and interviews with the Nominations Committee. A session with key stakeholders, including governors, has also been planned originally. The meeting noted that the appointment panel will also include an external advisor – Frank Griffiths, Chair of Leeds and York Partnership NHS Foundation Trust.</p> <p>If the recruitment process is successful, the Nominations Committee will recommend a preferred candidate to the Council of Governors on 5th April 2016.</p> <p>Alan Mitchell formally thanked Diane Charnock for the support provided during</p>	Noted and Approved

	<p>the process to date.</p> <p>The meeting noted the potential gap between the current Chair's retirement and the new Chair coming into post. The Council of Governors approved the proposal that Malcolm Cowen, Vice Chair, act as Interim Chair during this period.</p>	
51/16	<p>Chair and Non-Executive Director Appraisals 2016</p> <p>Alan Maden presented the proposed process and documentation for non-executive director appraisals in 2016. The meeting noted that, given Alan Maden's retirement, a Chair appraisal is not required.</p> <p>The Council of Governors approved the process and timescales for non-executive director appraisals.</p> <p>Alan Maden confirmed, that as with previous years, a Nominations Committee meeting will be scheduled to receive the Chair's report on the Non-Executive Director appraisals.</p>	Approved
52/16	<p>Board Performance Report (December 2015)</p> <p>Neil Thwaite advised that the Trust's performance against its key performance indicators continued to be positive. Neil Thwaite highlighted the following in the Performance Report:</p> <ul style="list-style-type: none"> • Monitor – the Trust is one of only a few Trusts to achieve a 'green' rating for governance and '4' for finance. Quarter 3 position against mental health indicators is 'green' • CQC – noted that CQC visits take place on a regular basis with 16 visits between April and December 2015. CQC Inspection Report is expected at the end of May/early June. Noted that no mental health trust has been rated 'outstanding' to date. • CQUIN – positive position at quarter 3. • Sickness Rates – overall rate of 6.19% at end of December 2015, which is above the target agreed by the Trust of 5.75%. Noted that the North West average is 5.8%. Neil Thwaite provided assurance that work was continuing to improve sickness management. • Friends & Family Test – over 1,400 service users surveyed during the period. 84% would recommend the Trust to friends and family. Neil Thwaite advised that this figure benchmarks well against other local Trusts. <p>In response to a query from Julie Jarman, Gill Green confirmed that the changes in the use of rapid tranquilisation and seclusion at Recovery First reflect a proactive positive and safe approach.</p> <p>Anne Broadhurst queried the over-occupancy at Junction 17. Neil Thwaite advised that the Unit had been built with additional capacity and use of this capacity is reflected in the occupancy figures.</p>	Noted

53/16	<p>Any Other Business</p> <ul style="list-style-type: none"> • Triangle of Care - Anne Broadhurst advised that she would be attending a Triangle of Care meeting in April 2016 • Governor Retirement – Hazel Carter, Public Governor (Trafford), confirmed that she would be stepping down from her position as governor. Alan Maden thanked Hazel Carter for her contribution on behalf of the Council of Governors. • Alan Maden – noting that this would be the last Council of Governors’ meeting chaired by Alan Maden, Anne Broadhurst formally thanked Alan Maden for the leadership and guidance provided to all governors. Alan Maden reflected on his time as Chair and expressed thanks to the governors for their support over the years. 	Noted
54/16	<p>Date and Time of Next Meeting</p> <p>The next Board of Directors’ meeting will take place on Monday 4th April 2016 at 1.00pm in Seminar Room 2, The Curve</p> <p>The next Council of Governors’ meeting will take place on Tuesday 5th April 2016 at 10.30am in Conference Room 7, The Curve</p>	Noted
55/16	<p>Resolution</p> <p>The Board was invited to adopt the following:</p> <p>“That representatives of the press and other members of the public be excluded from the remainder of this meeting, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest” (Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).”</p>	Adopted

Meeting of the Council of Governors on Monday 5th April 2016

Chair's Report

1. Introduction

This report briefs the Council of Governors on items for noting since its last meeting in February 2016 and provides details on upcoming events/opportunities.

Our Strategic Priorities

1. Acquisition of Manchester Mental Health and Social Care NHS Trust

The process for the acquisition of Manchester Mental Health and Social Care NHS Trust has now officially started. The full tender documentation was issued on Monday 14 March 2016 and a dedicated team of Executive Directors and staff from various disciplines are working to pull together our response within a very tight timescale.

The acquisition process is seeking to identify a long-term sustainable solution for the delivery of mental health and social care services across the City. The process is being led by the NHS Trust Development Authority (the TDA), with Manchester Commissioners, the City Council and members of the Greater Manchester Devolution Team also responsible for evaluating the bids and deciding on a preferred acquirer.

Competition is limited to GMW and Pennine Care, and it is good to know that, whichever bid is preferred, the Trust will be acquired by a local NHS provider. We are very different organisations who will, no doubt, put forward very different solutions for the City. Whatever the outcome, we will continue to work collaboratively with Pennine Care to deliver the mental health priorities agreed for Devolution Manchester. This is a chance for us to demonstrate the high standards of care we currently offer to those who use our services and what world-class mental health care could look like for people living in Manchester.

A lot of work is ongoing, not just in preparing the bid but also planning for the potential future transformation. Steps have been taken to ensure that this process will not impact on the quality of our current service provision.

Lead: Neil Thwaite, Deputy Chief Executive/Director of Development and Performance

Our Services

2. Young people with psychosis urged to get physical

A new booklet has been produced to help young people experiencing psychosis for the first time to look after their physical health and maintain a healthy lifestyle. Developed by GMW's Psychosis Research Unit (PRU), the booklet is for use by young people with psychosis, and those who care for them.

The booklet, which is being unveiled at the launch of the Royal College of Psychiatrist's Early Intervention in Psychosis Network on the 21 March, includes useful questions for young people and

their friends and family to ask their healthcare professional so they can get help with stopping smoking, reducing their alcohol consumption and making positive adjustments to their diet and lifestyle.

It aims to raise awareness of the routine checks (like blood, weight and cholesterol) that they are entitled to receive which might detect symptoms of physical health conditions earlier. This is really important as the risk of future illnesses like heart attacks and diabetes can be much higher for people experiencing psychosis.

Lead: Gill Green, Director of Nursing and Operations

3. Veterans in Mind press coverage

The Military Veterans Mental Health Service launch took place on Tuesday 15th March in the Veterans Hub in Warrington. Service users, stakeholders, partners, veterans' charities and staff were in attendance to celebrate the official launch of the service. Forces TV and Wire FM (Warrington's Local Radio station) were also in attendance conducting interviews with key members of staff and veterans. Press coverage of the event can be watched here: <http://forces.tv/61500791>

Lead: Gill Green, Director of Nursing and Operations

4. Refresh of website home page

After an internal review of GMW's website home page, the Marketing and Communications team have refreshed the home page to be more user friendly and appealing for visitors. The new home page incorporates positive imagery along with a more streamlined design to make it easier for users to find information. It has also been designed to be more engaging when viewed on mobile devices. A more advanced website search function is currently being developed and will be available on the website later this month. Please visit the improved site and share you views with us: www.gmw.nhs.uk

Lead: Andrew Maloney, Director of HR and Corporate Services

Our Service Users and Carers

5. New Recovery Academy prospectus available

The Spring/Summer Recovery Academy prospectus has been launched online and distributed to services at the end of March. Over 50 courses are available to service users and their supporters (family, friends, carers) as well as healthcare staff.

New courses in the academy's seventh prospectus include: Living with Hearing Voices, Living with Hoarding Behaviours, Nature to Nurture, Using Creativity to Improve Mental Health, Understanding Medication for Mental Health Problems and Shared Reading Groups.

We already have over 2,600 students registered with the Academy and this figure is growing all the time. We have recruited 243 participants to the Academy research project. These include 100 individuals with lived experience of mental health difficulties, 121 health professionals or staff members, and 22 family members or carers.

Lead: Gill Green, Director of Nursing and Operations

6. Do you need a Hand 2 Care regional event

Last month, the first Regional Secure Services Event for families, friends and parents of those being cared for in Adult Secure Services was held at the Curve, Prestwich Hospital. This event has been developed through collaborative working with other North West Secure Services and is the first of a series of events that will be held every three months at other sites in the region providing support and information to carers who may be geographically distant from their loved ones. The event featured presentations from a commissioner, a carer, and an ex-service user as well as presentations about the new Carers Act, Carers Rights and Psychosis.

Lead: Gill Green, Director of Nursing and Operations

Our Staff

7. Staff Survey 2015

We received the results of the 2015 National Staff Survey in February 2016. The survey is carried out independently by the Picker Institute on our behalf and the aim is to collect the experience and opinions of our staff on a range of matters such as job satisfaction, wellbeing and raising concerns. We use the survey results to review and improve staff experience, which in turn boosts service user and carer experience.

The Trust's response rate for 2015 was 42%, which equates to 1176 members of staff. This indicates that the results are an accurate reflection of staff opinions.

We were pleased to see that we scored well in the following five areas in 2015:

1. Staff recommendation of GMW as a place to work or receive treatment
2. Recognition and value of staff by managers and the organisation
3. Staff confidence and security in reporting unsafe clinical practice
4. Percentage of staff experiencing harassment, bullying or abuse from staff in the last 12 months
5. Percentage of staff working extra hours

There have also been improvements in the following areas since last year's results:

- Percentage of staff appraised in the last 12 months
- Staff motivation at work
- Staff confidence and security in reporting unsafe clinical practice

We are extremely proud to see these examples of good practice, especially in areas where we have focused particular attention over the past twelve months, such as staff appraisals.

The survey feedback also identifies areas we need to address, including the percentage of staff experiencing physical violence from patients, relatives or the public in the last 12 months and the percentage of staff who decided not to report it. Over the coming months, we will pull together action plans to specifically address these areas. We feel strongly that everyone at work has the right to feel safe and be protected from violence. It is also extremely important that if staff need to report an incident, that they feel supported and confident to do so. We will be working hard to improve these areas and hope to see this reflected in 2016's results.

Lead: Andrew Maloney, Director of HR and Corporate Services

8. Revalidation

Over the last couple of months, the Trust has been promoting revalidation to those nurses who work for GMW. Revalidation is the process where registered nurses and midwives are required every three years to demonstrate to the Nursing and Midwifery Council (NMC) they remain fit to practice.

Four GMW nurses have now completed their revalidation, these include Fiona Stubbs (Forest Bank), Julie Skeer (Forest Bank), Belinda Harrison (Bolton) and Carol Hudson (Junction 17). Around 15,800 nurses and midwives were the the first to revalidate with the Nursing and Midwifery Council (NMC) on 1 April 2016 when the new system went live.

Lead: Gill Green, Director of Nursing and Operations

Our Performance

9. Financial

GMW continues to report a Financial Sustainability Risk Rating of 4 with Monitor (meaning 'no evident concerns') and is forecasting this rating at the end of 2015/16. The Trust is on plan to deliver a surplus at year-end.

Lead: Ismail Hafeji, Director of Finance, Capital and IM&T

10. Operational

GMW continues to meet its key performance targets, including Monitor's mental health indicators, national and local CQUIN schemes and GMW's Quality Account priorities.

Lead: Neil Thwaite, Deputy Chief Executive/Director of Development and Performance

Malcolm Cowen
Interim Chair
April 2016

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Council of Governors

TITLE OF REPORT:	Chair Recruitment – Recommendation from the Nominations Committee
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	06
PRESENTED BY:	Malcolm Cowen, Interim Chair
AUTHOR(S):	Kim Saville, Company Secretary

EXECUTIVE SUMMARY:	<p>The attached paper provides a briefing on progress made in the process to recruit a new Chair, since the last Council of Governors’ meeting in February 2016.</p> <p>The Council of Governors are asked to approve the Nominations Committee recommendation to not appoint a Chair from the initial pool of candidates and to also approve the next stage of the Chair recruitment process.</p>
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RECOMMENDATIONS:	To Approve
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Chair Recruitment

Recommendation from the Nominations Committee

1. Overview

At the last meeting of the Council of Governors, governors received a briefing from the Nominations Committee on progress made in the process to recruit a new Chair. At that point, five candidates had been short-listed for final interview and assessment. This paper summarises all subsequent activity and concludes with a recommendation from the Nominations Committee on the Chair appointment and proposed next steps.

2. Recruitment Process

Recognising the critical relationship between Chief Executive and Chair, the five short-listed candidates met, or had a telephone discussion, with Bev Humphrey, Chief Executive, on 11th March 2016. The Chair of the Nominations Committee received a briefing on the outcomes of these discussions.

On 14th March, the candidates were invited to a day of final interviews and assessment. Candidates delivered a presentation to the Nominations Committee and members of the Trust Board on their approach, as Chair, to leading the organisation through a significant transaction. Candidates then participated in formal interviews with the Nominations Committee. Interviews were observed by Bev Humphrey, Andrew Maloney (Director of HR and Corporate Services), Kim Saville (Company Secretary) and Diane Charnock (External Recruitment Consultant). Frank Griffiths, Chair of Leeds and York Partnership NHS Foundation Trust, provided an external advisory function.

At interview, candidates were questioned on:

- Board and Governors
- Strategy
- Risk
- Quality and Finance
- Service User Engagement
- Staff Engagement
- Accountability

Presentations and interviews were scored collaboratively by the Nominations Committee for the purposes of comparison and decision-making.

The Nominations Committee recognised the different merits of individual candidates. The Committee felt, however, that no candidate offered the sufficient knowledge, skills and relevant experience to be appointed. The views of the Nominations Committee corresponded with the external advice provided.

3. Nomination Committee Recommendation

On the basis of the above, the members of the Nominations Committee are not able to recommend a new Chair for appointment by the Council of Governors at this time.

4. Proposed Next Steps

The Council of Governors have previously agreed to Malcolm Cowen, Vice-Chair, taking on the role of Interim Chair if required. Malcolm Cowen will therefore operate as Interim Chair of the Board of Directors and Council of Governors with effect from 1st April 2016 until a new Chair is appointed.

The search process has now re-commenced for a new Chair through the External Recruitment Consultant. One further candidate has been identified and the members of the Nominations Committee have agreed that the candidate should go forward for interview. This individual is an experienced current Chair of an NHS Foundation Trust and will attend for interview in late April 2016. Following this interview, if the Nominations Committee agree to recommend the appointment, then an extraordinary meeting of the Council of Governors will be convened for some time in May 2016.

5. Recommendation

The Council of Governors are invited to approve the Nominations Committee recommendation to not appoint a Chair from the initial pool of candidates and to also approve the next stage of the Chair recruitment process.

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Council of Governors

TITLE OF REPORT:	Membership Engagement Plan - Update
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	07
PRESENTED BY:	Les Allen, Public Governor: Bolton
AUTHOR(S):	Steph Neville, Stakeholder Development Manager

EXECUTIVE SUMMARY:	The attached report summarises progress against the Membership Engagement Strategy. The Strategy has been developed to support Governors in fulfilling one of their statutory duties in representing the interests of Members of the Trust.
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RECOMMENDATIONS:	The Council of Governors are asked to note the contents of the Report.
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Council of Governors

5th April 2016

Membership Engagement Plan Update

1. Introduction

This paper provides an update on implementation progress against the Membership Engagement Strategy 2015 -18.

2. Background

The Membership Engagement Strategy 2015 –18 outlined three priorities for particular focus covering the membership community, engagement with members and supporting the development of governors. Progress against the Strategy is monitored by a Working Group of Governors with Les Allen as Chair.

3. Current Progress

Since the last meeting of the Council of Governors, the Working Group has met twice, the key issues of business included :-

3.1 Governors Development Plans

Personal Development Plans currently under discussion. A draft will be brought to the July meeting of the Council of Governors, but in summary particular objectives support the priorities of encouraging engagement with members and the identification of development priorities for Governors.

3.2 Website Development

A 'Meet your Governors' section of the website will be developed with a pen profile, photograph and contact details for each Governor. Governors have been sent separately a proforma for completion, for uploading onto the new section.

3.3 Members Newsletter

Work is ongoing on a new E-Magazine for members which will be produces quarterly with limited copies available in public areas. Governors will be encouraged to contribute to the magazine as a communication tool with members. A draft edition will be brought to the next meeting of the Council of Governors.

3.4 Audit of Existing Networks

A survey of Governors existing networks with organisations is underway. Governors are asked to return a completed proforma so that we can have a baseline on the extent of governor engagement.

4. Forward Look

The new Members Newsletter and website development will be a focus for the Work Group in addition to beginning to review the information pack for new members.

5. Recommendation

Members of the Council of Governors are asked to note the above report on progress in implementing the Membership Strategy 2015 -18

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Council of Governors

TITLE OF REPORT:	Staff Governor Elections
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	08
PRESENTED BY:	Kim Saville, Company Secretary
AUTHOR(S):	Kim Saville, Company Secretary and Steph Neville, Stakeholder Development Manager

EXECUTIVE SUMMARY:	The Council of Governors is currently carrying a number of vacancies in its Staff Constituency. The attached paper outlines a process to address this position, taking into account the wider context of the potential acquisition of Manchester Mental Health and Social Care NHS Trust.
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RECOMMENDATIONS:	The Council of Governors is asked to note the intention to hold elections for healthcare clinical staff governors in accordance with the process set out in the attached paper.
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Staff Governor Elections 2016

1. Introduction

The Council of Governors is currently carrying a number of vacancies in its Staff Constituency, as follows. The recent resignation of Jennifer Carlisle, Healthcare Clinical Staff (Nursing) Governor has created an additional vacancy.

Staff Constituency		Governor
Healthcare Clinical	Medical	Fareed Bashir
	Nursing	VACANT
		VACANT
	Psychological Therapies	VACANT
Allied Health Professionals	VACANT	
Social Care		VACANT
Non-Clinical		Julie Turner
		Sarah McDonald
		Eddie Murdoch

This paper sets out an approach to address this position in the short-term.

2. Proposal

It is proposed that the Trust hold elections for the following staff governor positions:

Constituency		No. of Seats
Healthcare Clinical	Nursing	1
	Psychological Therapies	1
	Allied Health Professionals	1
TOTAL		3

This approach has been developed in the context of the potential acquisition of Manchester Mental Health and Social Care NHS Trust and recognises the statutory role of governors in approving acquisitions. Should the Trust be identified as the preferred acquirer, changes will need to be made to the composition of the Council of Governors to cover the areas served by the acquired Trust and enable transferred staff to be appropriately represented. It is, therefore, beneficial to retain a degree of flexibility in the current Council of Governors i.e. to not fill all vacancies.

An election timetable will be developed with the election services on the basis of the election notice being published in May 2016. If seats are uncontested, then the outcome will be reported to the July 2016 meeting of the Council of Governors. If contested, then this timescale will be pushed back until September 2016.

An election campaign will seek to use the expertise of existing staff governors to encourage staff engagement in the process.

3. Recommendation

The Council of Governors is asked to note the intention to hold elections for healthcare clinical staff governors as set out above.

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Council of Governors

TITLE OF REPORT:	Lead Governor Verbal Update
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	09
PRESENTED BY:	Anne Broadhurst, Lead Governor
AUTHOR(S):	As above

EXECUTIVE SUMMARY:	The Council of Governors is asked to receive a verbal update from the Lead Governor
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RECOMMENDATIONS:	To note
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Council of Governors

TITLE OF REPORT:	Register of Interests
DATE OF MEETING:	5 th April 2016
AGENDA ITEM:	10
PRESENTED BY:	Kim Saville, Company Secretary
AUTHOR(S):	As above

EXECUTIVE SUMMARY:	<p>Under the provisions of the ‘Standing Orders for the Practice and Procedure of the Council of Governors’, the Trust is required to hold a Register of Interests of governors. The purpose of the Register is to identify where an individual’s interests may potentially be at conflict with, or preferentially enhanced by, their relationship with the Trust.</p> <p>All members of the Council of Governors are required to disclose any relevant and material interest that they, their spouse or partner has and these will be recorded in the Register of Interests of governors</p> <p>Interests should be declared:</p> <ul style="list-style-type: none"> ⇒ On the Declaration of Interest form (attached); and ⇒ At Council of Governors’ meetings if they have an interest in any of the items to be considered <p>Governors are asked to complete and return the attached Declaration of Interest form to: Kim Saville, Company Secretary by 15th April 2016. Forms will be available for completion at the 5th April 2016 meeting.</p>
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RECOMMENDATIONS:	To note
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Declaration of Interest
Member of the Council of Governors

Name:	
Position:	Governor
Declaration:	In accordance with the 'Standing Orders for the Practice and Procedure of the Council of Governors', I hereby declare that I have interests in the following business(es)/activities/pursuits which might place, or be seen to place me in a potential conflict of interest between my personal and/or private interests and those arising from my role of Governor on the Council of Governors.
Interests:	
Signed:	
Date:	

Please return to Kim Saville, Company Secretary