

Council of Governors 02.05.23

MEETING
2 May 2023 14:00

PUBLISHED
27 April 2023

Agenda

<i>Location</i>	<i>Date</i>	<i>Owner</i>	<i>Time</i>
The Boardroom, RJAH	2/05/23		14:00
1. Welcome from the Chairman		Harry Turner	14:00
1.1. Apologies			
1.2. Minutes from the previous meeting - 08.03.23			
1.3. Matters Arising			
1.4. Declaration of Interests			
2. Lead Governor Update (verbal)		Victoria Sugden	14:05
3. Trust Overview (Presentation)		Stacey Keegan	14:10
4. Governance			
4.1. Questions from the Governors		Dylan Murphy	14:25
4.2. Membership Report		Dylan Murphy	14:30
5. Committee Chairs Updates			
5.1. Audit and Risk Committee (verbal)		Martin Newsholme	14:35
5.2. Finance Planning and Digital Committee (verbal)		Sarfraz Nawaz	14:40
5.3. Quality and Safety Committee (verbal)		Chris Beacock	14:45
5.4. People Committee (verbal)		Martin Evans	14:50
6. To Note:			
6.1. Review of Work Plan		Dylan Murphy	
6.2. Attendance Matrix		Dylan Murphy	
7. Any Other Business			14:55
7.1. Next Meeting: 24 July 2023			

1. Welcome from

2. Lead Governor

3. Trust Overview

4. Governance

5. Committee

6. To Note:

7. Any Other

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The Robert Jones and Agnes Hunt Orthopaedic Hospital

NHS Foundation Trust

COUNCIL OF GOVERNORS
WEDNESDAY 8TH MARCH 2023

MINUTES OF THE MEETING

PRESENT:

Harry Turner	Chair	HT
Tony Wright	Public Governor – West Midlands	TW
Nicki Kuiper	Public Governor – Shropshire	NK
Colin Chapman	Public Governor – Shropshire	CC
Sheila Hughes	Public Governor – North Wales	SH
Katrina Morphet	Public Governor – Cheshire and Merseyside	KM
Kate Betts	Staff Governor	KB
Allen Edwards	Staff Governor	AE
Karina Wright	Stakeholder Governor – Keele University	KW
Victoria Sugden	Stakeholder Governor – Voluntary Services/Lead Governor	VS

IN ATTENDANCE:

Dylan Murphy	Trust Secretary	DM
Stacey Keegan	Chief Executive	SK
John Pepper	Associate Non-Executive Director	JP
Martin Newsholme	Non-Executive Director	MN
Sarfraz Nawaz	Non-Executive Director	SN
Martin Evans	Associate Non-Executive Director	ME
Chris Beacock	Non-Executive Director	CB

SECRETARY:

Gayle Murphy	Trust Office EA	GM
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MINUTE No	TITLE	ACTION
COMMITTEE MANAGEMENT		
1.1	WELCOME & APOLOGIES Apologies were received from Martin Bennett, Colette Gribble, Phil White, Kate Chaffey, Simon Jones, William Greenwood, Paul Kingston and Penny Venables.	
1.2	MINUTES FROM THE PREVIOUS MEETING The minutes from the previous meetings were approved as a true and accurate record.	
1.3	MATTERS ARISING There were none raised. ACTIONS FOLLOWING THE PREVIOUS MEETING All actions from the previous meeting were recorded as complete.	
1.4	DECLARATIONS OF INTEREST None recorded	

MINUTE No	TITLE	ACTION
2.0	WELCOME FROM THE CHAIRMAN	
	<p>HT welcomed the Committee members to the March meeting of the Council of Governors.</p> <p>The following points were noted:</p> <ul style="list-style-type: none"> • Welcomed to VS in her role as Lead Governor. • Placed on record his personal thanks to WG for his time in the role of Lead Governor. He also noted the thanks of the Board and the Governors. WG supported the Trust through a difficult time and saw many changes. • Welcomed DM in his role as Trust Secretary. • The Trust is currently in a stage of recruitment for a non-executive director and CB term will come to an end soon. The Council will be updated on the process with a meeting scheduled on the 21st March to ratify the appointment. <p>The Council of Governors <i>noted</i> the Update.</p>	
3.0	IMPROVEMENT PRESENTATION	
	<p>OE, Improvement, Innovation & Effectiveness Facilitator, shared a presentation with the Council. The following questions/comments were noted:</p> <ul style="list-style-type: none"> • The enthusiasm is inspirational, very well done. • Are staff receptive to potential change? • The focus is usually on the negative, OE brings momentum, focus and energy. • There are already success stories. • Positive voices are louder than others. • Staff need to get on board and have a 'can do' attitude. <p>HT thanked OE on behalf of the Council.</p> <p>The Council <i>noted</i> the presentation.</p>	
4.0	WORKFORCE PRESENTATION	
	<p>DH, Chief People and Culture Officer, shared a presentation with the Council. The following questions/comments were noted:</p> <ul style="list-style-type: none"> • There are two nurse staff stories accessible on the Trust website; it would be great to have some from other areas of the Trust and include videos which have more impact. • There should be recruitment banners in main entrance. • The Trust will reach out to final year students at other Universities and colleges as well as Keele university. • There is also engagement with Telford college. • The communications team at the Trust should be involved with promoting recruitment and retention. • It is positive to see overseas students at the Trust. <p>Action: DM to liaise with DH and the Communications team regarding promotion of recruitment and retention.</p> <p>Action: DM to invite the Communications team to the RJA/ICS Strategy Day.</p> <p>HT thanked DH on behalf of the Council.</p> <p>The Council <i>noted</i> the presentation.</p>	<p>Trust Secretary</p> <p>Trust Secretary</p>

MINUTE No	TITLE	ACTION
5.0	LEAD GOVERNOR UPDATE	
	<p>VS presented the update to the Committee. She highlighted the following points:</p> <ul style="list-style-type: none"> • Her personal thanks and those of the Governors were extended to WG. • VS and the Governors offered a warm welcome to DM. • VS is looking forward to the monthly meeting with DM. • The recent Patient Safety Walkabouts were cancelled due to industrial action. • Several Governors attended recent sub-Board Committees. • The Governors are looking to set up a buddy system for new Governors. • VS has taken part in the Stakeholder panel for the Chief Nurse and Patient Safety Officer recruitment. • Several Governors attended the public Board of Directors meeting in March. <p>Action: VS and DM to discuss Governor attendance at sub-Board Committees.</p> <p>VS thanked her fellow Governors for their hard work and commitment. HT acknowledged the changes to the Council of Governors Committee over the last year. He asked DM to carry out a formal review of the Committee and feedback at the next meeting scheduled in May.</p> <p>Action: DM to carry out a formal review of the Committee. Feedback to be shared at the May meeting.</p> <p>The Council of Governors <i>noted</i> the Governor Update.</p>	<p>Lead Governor/ Trust Secretary</p> <p>Trust Secretary</p>
6.0	TRUST OVERVIEW	
	<p>SK provided a Trust Overview to the Committee.</p> <p>NK asked how many junior doctors will be impacted by the industrial action. SK confirmed there are 17, of which 15 will be taking part in the strike; there will be System and consultant support to help minimise the impact.</p> <p>KB asked for clarity on the financial deficit in the System. SN explained RJAH continues to take a proportional share of system deficit, £2.1m for this financial year, therefore the Trust is forecasting a £2.4m surplus, which will be £3.2m ahead of plan.</p> <p>The Council of Governors <i>noted</i> the Trust Overview.</p>	
7.0	COMMITTEE CHAIRS UPDATES	
7.1	<p>Audit and Risk Committee</p> <p>MN provided an update on the Audit and Risk Committee, held on 11 January 2023.</p> <p>The Council of Governors <i>noted</i> the Chair Report.</p>	
7.2	<p>Finance, Planning and Digital Committee</p> <p>SN provided an update on the Finance, Planning and Digital Committee, held on 21 February 2023.</p> <p>The Council of Governors <i>noted</i> the Chair Report.</p>	

MINUTE No	TITLE	ACTION
7.3	Quality and Safety Committee CB provided an update on the Quality and Safety Committee; held on 16 February 2023. The Council of Governors <i>noted</i> the Chair Report.	
7.4	IPC Quality Assurance Committee CB provided an update on the IPC Quality Assurance Committee; held on 9 February 2023. On behalf of the Council, CB thanked SEA, the Infection Control team and the whole organisation for all their hard work with the improvement plan which has resulted in the formal undertakings being removed. This has resulted in the IPC Quality Assurance Committee being disestablished, with all responsibility for providing assurance on IPC matters, including oversight of the residual actions arising from the IPC action plan back to Quality and Safety Committee. HT thanked CB for his leadership and chairing of the Committee. The Council of Governors <i>noted</i> the Chair Report.	
7.5	People Committee ME provided an update on the People Committee, held on 16 February 2023. The Council of Governors <i>noted</i> the Chair Report.	
8.0	GOVERNANCE	
8.1	Patient Safety Walkabout Feedback SEA presented the report for the Committee for information. The paper provides an overview of the patient safety walkabouts which were reintroduced in April 2022. KB asked if feedback can be given to the Governors after the visits. SEA confirmed a feedback email will be sent after the walkabout, to the Non-Executive Directors and Governors who have taken part in the visit. TW noted he felt both for the patients and the staff regarding night noise, as you cannot silence patients and the staff members have a job to do. SEA agreed that it is getting the balance right and patients are being offered night packs to help. The staff do what they can to minimise noise as much as possible. The Council of Governors <i>noted</i> the feedback.	
8.2	Membership Report DM provided an update on the membership for the Trust. The report provides an update on the foundation trust membership status. The current membership total is at 6514 and therefore reports a 1.8% decrease in comparison to March 2022. The Governors continue to hold a Governor's surgery on a quarterly basis. The information presented report's underrepresentation from males and the younger generation. KB requested a multi-language signposting poster advertising the FT membership. VS responded that this was currently being developed by the Communications and Medical Illustration teams. Action: DM to liaise with the Communication and Medical Illustration teams regarding the membership poster and advertising/promoting of the Trust membership.	Trust Secretary

MINUTE No	TITLE	ACTION
	The Council of Governors <i>noted</i> the Membership Report.	
8.3	<p>Questions from the Governors The Council were aware that two questions had been asked prior to the meeting.</p> <p>DM thanked KB who raised two questions – one relating to Datix reporting and another relating to the effect of the recent industrial action on the recovery plan. Responses to those questions have been provided within the paper. KB asked for clarity on the reason why there was an increase in the number of Datix reports as the answer provided was not clear.</p> <p>Action: KB to contact SEA to further discuss the reason why there was an increase in Datix reporting.</p> <p>No supplementary questions were asked during the meeting.</p> <p>The Council <i>noted</i> the Questions and Answers paper.</p>	Kate Betts
8.4	<p>Review of the Workplan DM presented the work plan for 2022/23 and noted the information is shared within the Council for information only and to ensure there is oversight of agenda items being tabled for discussion at future meetings.</p> <p>Action: DM and VS to liaise with HT regarding the workplan for 2023/24.</p> <p>The Council of Governors <i>noted</i> the Work Plan Review.</p>	Trust Secretary/Lead Governor
8.4.1	<p>Attendance Matrix The Council of Governors <i>noted</i> the Attendance Matrix.</p>	
9.0	ANY OTHER BUSINESS	
	<p>VS thanked HT, on behalf of the Governors, for the openness and transparency within the meetings. She added the presentations from DH and OE were very informative.</p> <p>HT thanked the members of Council for their attendance and contribution and brought the meeting to a close.</p>	

NEXT COUNCIL OF GOVERNORS MEETING: 2 MAY 2023

COUNCIL OF GOVERNORS - SUMMARY OF KEY ACTIONS

New Actions	Lead Responsibility	Progress
<p>4.0 Workforce Presentation</p> <ul style="list-style-type: none"> DM to liaise with DH and the Communications team regarding promotion of recruitment and retention. DM to invite the Communications team to the RJA/ICS Strategy Day. 	<p>Dylan Murphy</p> <p>Dylan Murphy</p>	
<p>5.0 Lead Governor Update</p> <ul style="list-style-type: none"> VS and DM to discuss Governor attendance at sub-Board Committees. DM to carry out a formal review of the Committee. Feedback to be shared at the May meeting. 	<p>Victoria Sugden and Dylan Murphy</p> <p>Dylan Murphy</p>	

8.2 Membership Report <ul style="list-style-type: none"> DM to liaise with the Communication and Medical Illustration teams regarding the membership poster and advertising/promoting of the Trust membership. 	Dylan Murphy	
8.3 Questions from the Governors <ul style="list-style-type: none"> KB to contact SEA to further discuss the reason why there was an increase in Datix reporting. 	Kate Betts	
8.4 Review of the Workplan <ul style="list-style-type: none"> DM and VS to liaise with HT regarding the workplan for 2023/24. 	Dylan Murphy and Victoria Sugden	

1. Welcome from the	2. Lead Governor	3. Trust Overview	4. Governance	5. Committee Chairs	6. To Note	7. Any Other Business
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The Robert Jones and Agnes Hunt
Orthopaedic Hospital
NHS Foundation Trust



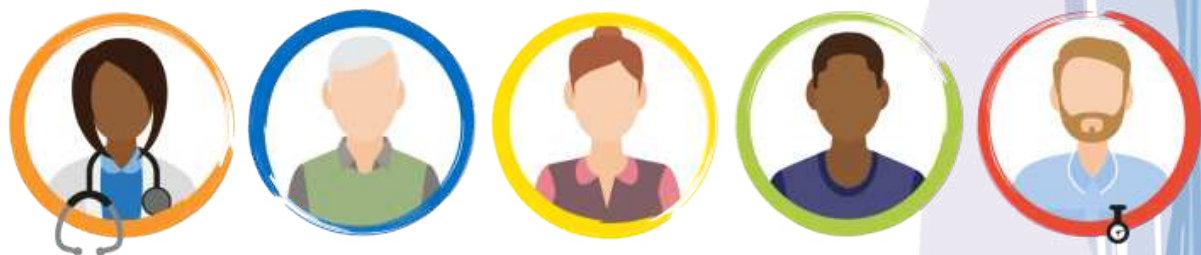
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The Robert Jones and Agnes Hunt
Orthopaedic Hospital
NHS Foundation Trust

Overview of the Trust – May 2023

Stacey Keegan, Chief Executive



Aspiring to deliver world class patient care

Performance

- The Trust continues to see a significant reduction in patients waiting over 104 weeks and 78 weeks, with a forecast to achieve the NHSE standards of 0 patients waiting over 2 years by the end April and 0 patients over 78 weeks by the end of June.
- Work is ongoing with Welsh commissioners to ensure equitable access to the mutual aid providers that have supported the achievement for English patients.
- Waiting times (combined) for diagnostics have improved, with the proportion of patients waiting <6 weeks rising from 52% in August to over 90% in March.
- At the end of March, a further Infection, Prevention and Control inspection was carried out by the Regional IPC Director and ICS to review sustainability; positive feedback received highlighting further improvements, embedded practice and a positive culture.

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Final Plan Submission

Plan submitted 30th March 2023:

Elective spells - Plan to deliver 107% recovery in 2023/24

Outpatients – Plan to deliver 99% recovery in 2023/24

78 week waits –trajectory to reduce to 0 English patients by June 2023

65 week waits –trajectory to reduce to 0 English patients by March 2024 (as per planning guidance)

Key Transformation Schemes to support the plan

- Theatre Development – to be operational in Quarter 4
- Additional outpatient consulting rooms operational from April 2023
- Mutual Aid support from Royal Orthopaedic Hospital and The Walton Centre
- Enhanced Recovery programme
- Recruitment and Retention initiatives
- Theatre Productivity Plan
- Out-Patient Transformation Plan.

Finance



2022/23 Out-turn:

- RJA £2.4m surplus (System out-turn £65.5m Deficit)
- £3.2m improvement on plan driven by benefits from fixed income arrangements – cost base was lower due to reduced levels of activity

2023/24 Plan:

- Deficit of £0.4m (net of a £2m adjustment to allocate a share of the system deficit)
- Includes a 3% efficiency programme against a minimum national requirement of 2.2%
- Increased delivery risk for 23/24 as we return to a PbR regime (paid per unit of activity delivered)
- Overall System deficit plan of £76.9m (mainly from SaTH and ICB)
- Level of deficit deemed unacceptable and working through further improvement opportunities with national NHSE team (very challenging position)

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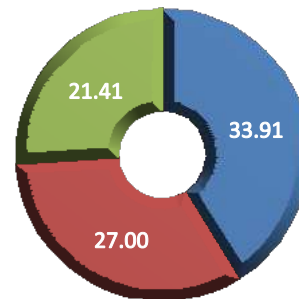
Recruitment and Retention

Continued focus on recruitment and retention.

- Recruitment Open Day – 16th April 2023
 - 95 Attendees
 - 5 Golden tickets to trainees – Qualifying in September
- If all staff offered a post on the day start the vacancy rate will be 12.59%
- Great interest in both Facilities, Estates and Pharmacy
- HCSW – 54 to be shortlisted with 10.8 vacancies



ACTIVE RECRUITMENT



- Open Advert
- Shortlisting
- Interview

RECRUITMENT PIPELINE (FTE OFFERS MADE)



- Conditional Offer
- Ready to Start
- Start Date booked
- International Recruitment
- Student Offers

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People - Recruitment

- I am delighted to welcome our new Chief Nurse, Paul Kavanagh-Fields. Paul joined us at the start of April, having been appointed following a rigorous and competitive recruitment process.
- Following unsuccessful substantive recruitment to our Chief People and Culture Officer; I'm pleased to announce Denise Harnin, Interim Chief People Officer will be remaining with RJAH for a minimum of 18 months.

Staff Survey

Headlines

- Completed questionnaires: **837**
- Response rate: **52%** (*peer group average: 52%*)
- Recommend as a place to work: **66%** (*down 5%*)
- Recommend treatment to a friend or relative: **91.1%** (*down 3% - but still one of the best in the country*)
- **Positives:** compassionate leadership
-  **Areas for attention:** burnout, raising concerns



Next Steps

- **Task and Finish Group** – co-produce actions with our staff
 - q Unit representation
 - q Clinical representation
 - q Improvement methodology
- **Pulse Surveys** – encourage completion
 - q Runs quarterly
 - q Immediate results
- **Richer data** – exploring app options to help us understand how our staff are feeling right now, not six months ago or quarterly

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Industrial Action

- Colleagues who are members of the RCN and BMA have undertaken multiple instances of Industrial Action over recent months.

So far in 2023, there have been 257 outpatient appointments cancelled and 177 elective procedures cancelled as a result of Industrial Action, with further activity opportunity lost above these numbers.

The Trust has in place a robust process for planning for Industrial Action including the initiation of our incident response approach during these periods.

Throughout the strikes the organisation has maintained positive and supportive relationships with colleagues and union officials.

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Strategic Lead for MSK



- In March the Integrated Care Board approved “*The appointment of RJAH Trust as the Strategic Lead for MSK services responsible for designing and delivering a comprehensive MSK service with an embedded focus on prevention and population health.*”
- The next phase is to develop, in collaboration with provider partners and the public, a new model for MSK services across STW.
- The scope of the existing programme is to be extended to include a greater focus on population health and orthopaedic surgery.

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High Impact Provider-Led Strategy

The Trust is developing a new Clinically Led High Impact Provider-Led Strategy (HIPS) 2023-28 to reflect the operational and strategic landscape changes for RJAH.

HIPS 2023-23 will have a set of new ambitious objectives against 5 key strategic priorities:

- Clinical Services
- MSK Transformation
- Veterans
- Growth
- Research and Innovation

The first event to support the development of the strategy was held on 17th April 2022 with over 100 members of staff in attendance. All the outputs from that day are being collated by our partners at The Value Circle who supported in the facilitation of the event.

An engagement programme will be taken forward with the wider organisation to test out what we have come up with so far. Part of that will be getting input from frontline staff as well as patients, service users and partners.

The refreshed strategy will be completed in June 2023.

Questions and Answers

Committee / Group / Meeting, Date

Council of Governors, 2 May 2023

Author:

Name: Dylan Murphy
Role/Title: Trust Secretary

Contributors:

Gayle Murphy

Report sign-off:

Stacey Keegan
Chief Executive Officer

Is the report suitable for publication?:

YES

Key issues and considerations:

The Council of Governors are asked to note the questions that have been raised by Council members since the last meeting and the answers provided by the lead executive.

It was agreed that any questions and answers raised by Council members in between meetings would be collated into a paper to the Council in order that all members could benefit from the information and also to ensure there was opportunity for discussion as required.

In addition it was agreed that the Council of Governors would be proactively asked if there were any items they wished the Chairman to consider for the agenda.

This paper presents the questions and answers paper. In summary:

- The Council members requested no items for the agenda
- The Council members raised 5 questions

The Council of Governors are asked to note the questions raised by Council members since the last meeting and the answers provided by the lead executive.

Date Raised	Raised By	Question
11/04/2023	William Greenwood, Public Governor - Powys	<p>1. What has been the impact of the current junior doctors' industrial action on cancelled appointments and operations please? Do we have numbers for each?</p> <p>Response Provided by Mike Carr, Chief Operating Officer:</p> <p>The figures for the junior doctor industrial action held from 13th to the 15th of March inclusive:</p> <ul style="list-style-type: none"> • Inpatients: 64 rescheduled • Daycases: 8 rescheduled • Outpatients: 124 rescheduled (25x New, 99x Follow Up) <p>The figures for the junior doctor industrial action held from 11th to the 14th of April inclusive:</p> <ul style="list-style-type: none"> • Inpatients: 40 rescheduled • Daycases: 3 rescheduled

Questions and Answers

		<ul style="list-style-type: none"> Outpatients: 110 rescheduled (28x New, 82x Follow Up) <p>2. Has the recent nurses' industrial action had similar impact? Do we have any figures for that?</p> <p>Response Provided by Mike Carr, Chief Operating Officer:</p> <p>The figures for the nurse's industrial action held on 18th and 19th of January:</p> <ul style="list-style-type: none"> Inpatients: 21 rescheduled Daycases: 18 rescheduled Outpatients: 5 rescheduled (all Follow Up) <p>The figures for the nurse's industrial action held on 6th and 7th of February:</p> <ul style="list-style-type: none"> Inpatients: 17 rescheduled Daycases: 6 rescheduled Outpatients: 18 rescheduled (7x New, 11x Follow Up) <p>3. What is the latest update on our financial position given the various activity recovery plans?</p> <p>Response Provided by Craig Macbeth, Chief Finance and Planning Officer:</p> <ul style="list-style-type: none"> We are reporting a surplus of £2.5m in 2022/23 which was underpinned by reduced delivery costs as our activity fell short of the levels we were funded for under fixed income agreements. We are planning a deficit of £0.4m in 2023/24 although we are being pushed by the Regulator to improve on this as part of System wide scrutiny (System deficit is currently £78m) Our £0.4m deficit plan is net of a £2m income adjustment from the local system as the deficit is shared across partners – without this our plan would be a surplus of £1.6m We return to a PbR payment mechanism in 2023/24 which brings new opportunities and risks as we will be paid based on each unit of activity delivered. This model incentivises waiting list clearance b. <p>4. Have the recent staff recruitment days produced good results and do we have further plans for the coming year?</p> <p>Response Provided by Denise Harnin, Chief People Officer:</p> <p>Following the last recruitment day we had 95 attendees, with 5 golden tickets offered to trainees qualifying in September. Should all offers be in post within the next 3 months, RCN vacancies will</p>
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Questions and Answers

	<p>be down to 12.59%. Further discussions are due to be held on future events such as 'Bring your Family' days, and also encouraging ward managers to offer golden tickets to student placements to increase recruitment/retention.</p> <p>5. What will be our biggest organisational challenge in 2023/24?</p> <p>Response Provided by Stacey Keegan, Chief Executive Officer:</p> <p>Workforce availability, currently exacerbated by discontent and Industrial action.</p> <p>A national shortage/pipeline in some professions leading to resilience in some professions/services.</p> <p>At the last Council of Governors (March) we presented an outline of the content of the Workforce Recruitment and Retention Improvement work.</p> <p>There is confidence in our internal plans, as we are seeing a downward trend in turnover and vacancy rates and a healthy pipeline (staff offered appointment but in the recruitment process), however there is a risk due to a large proportion of these staff are still in training, so we are working hard to keep in touch with individuals and induct them into the organisation pre commencement.</p> <p>Retention is key and in our view of higher importance; various new initiatives have been launched regarding career conversations, career pathways and our learning and development offer.</p>
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Strategic objectives and associated risks:

The Council of Governors support delivery of all the Trust's objectives.

Recommendations:

The Council of Governors is asked to note the information contained within this paper.

Report development and engagement history:

This report has not been considered at any other meeting within the Trust.

Next steps:

Questions from the Governors will continue to be received and responded to at future meetings of the the Council of Governors.

Membership Update

Committee / Group / Meeting, Date

Council of Governors, 2 May 2023

Author:

Name: Dylan Murphy
Role/Title: Trust Secretary

Contributors:

Gayle Murphy

Report sign-off:

Stacey Keegan
Chief Executive Officer

Is the report suitable for publication?:

YES

Key issues and considerations:

It is a constitutional requirement for a Foundation Trust to have a membership made up of public, staff, and patient constituents. The aim is to ensure that the membership is sufficient in its size and make up to adequately represent the communities the Trust serves.

This report provides an update on Foundation Trust membership and representation in support of the membership strategy. The Trust has been unable to engage in full membership recruitment activities for the main part of the preceding year because of the restrictions on visitors to the site, but these have been reinstated in the last few months

Membership Total

The current membership total (on 01 April 2023) was 6528:

Staff	1220
Public	5308
Total	6528

The Trust membership target for 2022/23 was amended during a previous meeting to achieve a year-on-year increase. In April 2022 membership stood at 6644. As such, there has been a 1.7% decrease over the last twelve months.

Though the membership total has fallen year-on-year, the low point was September 2022, when the figure was 6377. Since September 2022, the membership has risen by 2.4%.

Public Constituencies

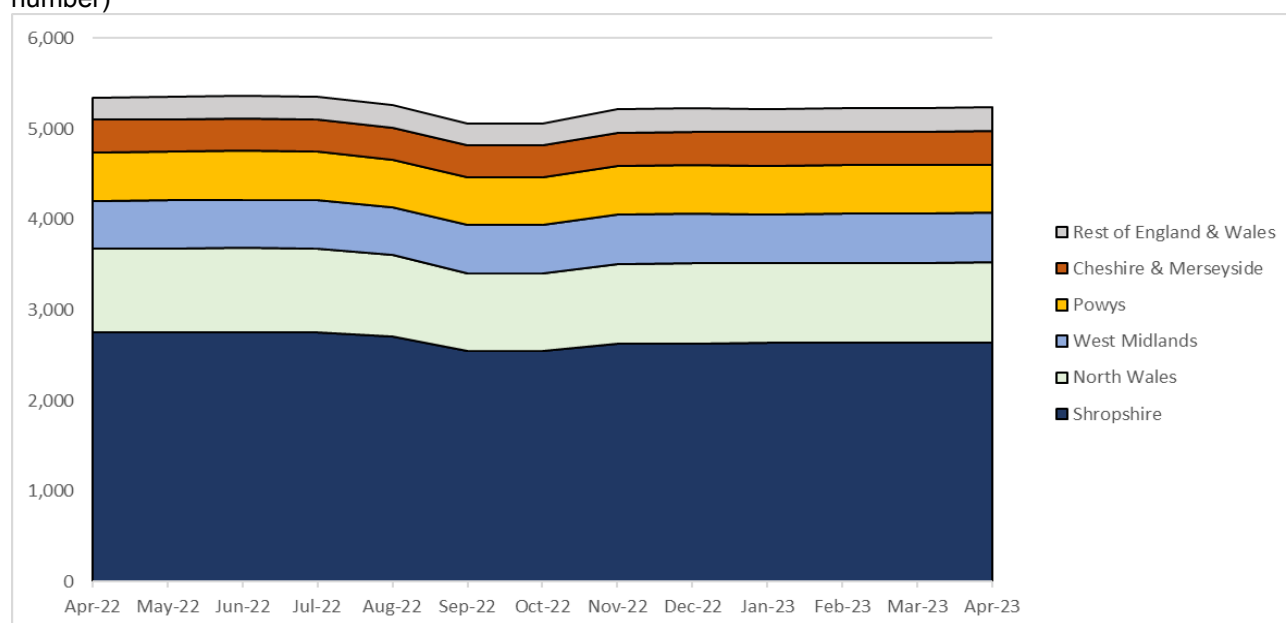
The breakdown of membership by public constituency shows, as expected, that Shropshire continues to provide the largest membership base.

	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Cheshire & Merseyside	357	357	356	355	355	353	352	368	370	370	370	369	370
North Wales	926	925	929	925	904	863	867	885	884	879	884	884	883
Powys	537	539	542	540	524	523	522	533	533	533	531	531	532
Shropshire	2,750	2,757	2,757	2,755	2,703	2,544	2,542	2,623	2,632	2,634	2,639	2,639	2,642
West Midlands	529	530	531	530	531	530	530	545	547	545	546	547	548
Rest of England & Wales	249	249	249	249	249	249	248	261	262	262	263	264	265
Out of Trust Area	118	128	138	139	150	160	181	49	57	63	75	82	87
Total	5,466	5,485	5,502	5,493	5,416	5,222	5,242	5,264	5,285	5,286	5,308	5,316	5,327

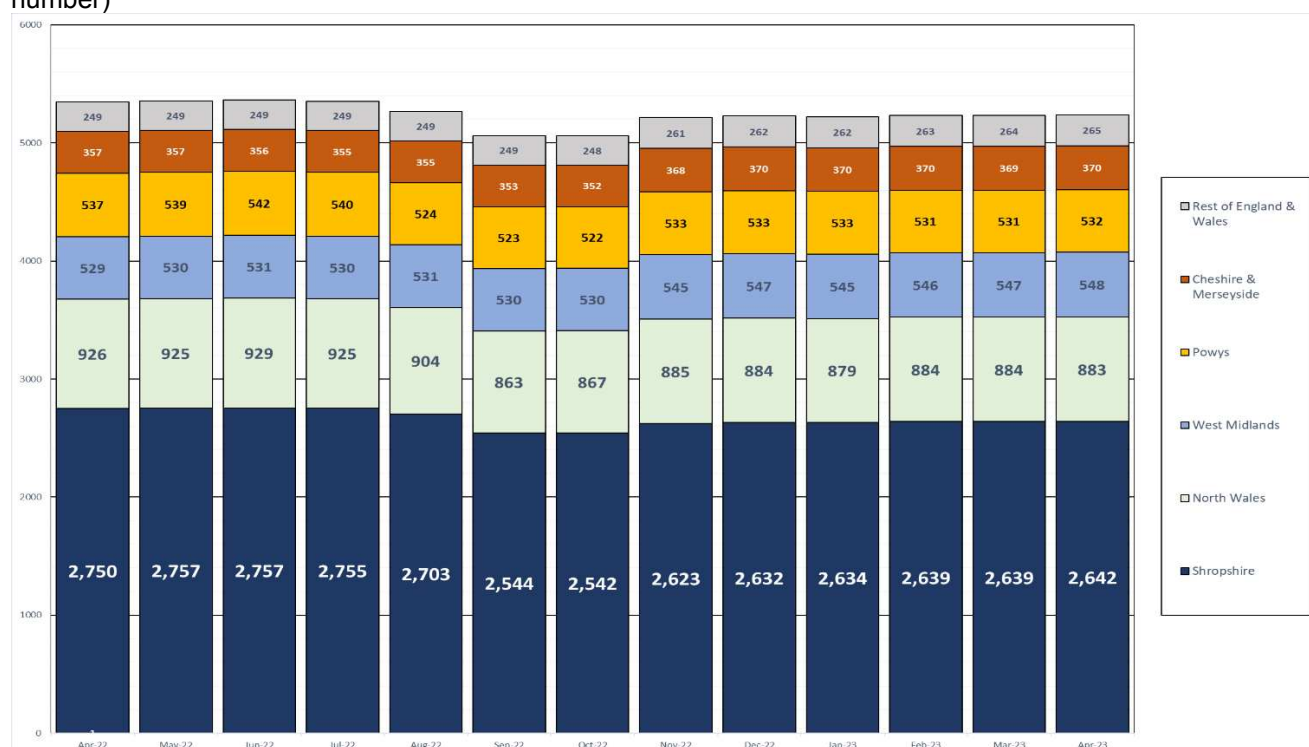
Membership Update

The figures in the table above are presented in an alternative format in the two charts below.

Version 1 – public membership since April 2022 (building up from the category with the largest number)



Version 2 – public membership since April 2022 (building up from the category with the largest number)



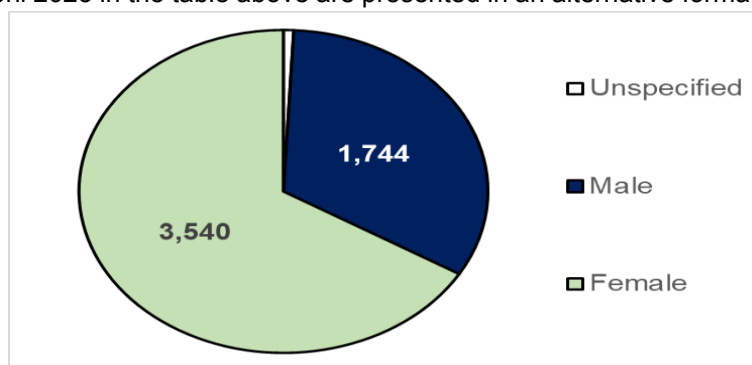
Membership Update

Gender

The table below presents the number of male and female members. The proportion of male and female members has remained constant and males remain underrepresented. In both April 2022 and April 2023, of the members who declared their gender, c66% were female and c33% were male.

	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Gender	5,466	5,485	5,502	5,493	5,416	5,222	5,242	5,264	5,285	5,286	5,308	5,316	5,327
Unspecified	42	43	43	43	43	43	43	43	43	43	43	43	43
Male	1,780	1,785	1,789	1,783	1,763	1,705	1,717	1,723	1,731	1,731	1,737	1,739	1,744
Female	3,644	3,657	3,670	3,667	3,610	3,474	3,482	3,498	3,511	3,512	3,528	3,534	3,540

The figures for April 2023 in the table above are presented in an alternative format in the chart below:



Ethnicity

Of the members who declared their ethnicity, the large proportion chose to define as "White". A significant proportion did not declare their ethnicity however so it is difficult to gauge how representative of the population / patient base the membership is.

	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Ethnicity	5,466	5,485	5,502	5,492	5,415	5,221	5,241	5,263	5,284	5,285	5,307	5,315	5,326
White	3,359	3,364	3,367	3,356	3,301	3,184	3,180	3,182	3,188	3,182	3,181	3,180	3,184
BME	119	119	119	119	118	111	113	114	114	114	116	116	116
Not stated	1,988	2,002	2,016	2,017	1,996	1,926	1,948	1,967	1,982	1,989	2,010	2,019	2,026

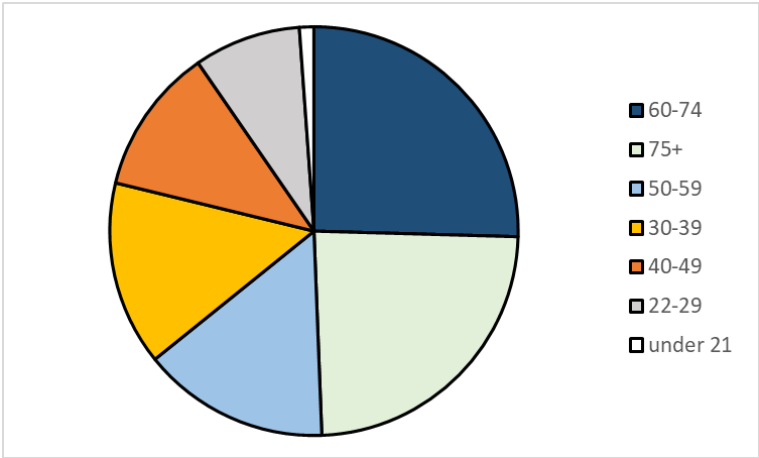
Age

The profile of public membership by age looks to have remained largely the same over the year when looking at the number of members for each category with a slight decline in those aged 17-21 and an increase in the 30-39 age category.

	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Age	5,101	5,120	5,140	5,137	5,069	4,883	4,906	4,929	4,951	4,953	4,977	4,987	5,002
22-29	458	457	457	453	447	420	422	425	424	425	435	434	428
30-39	707	712	726	731	727	692	706	711	718	721	723	730	738
40-49	623	623	620	613	597	574	574	577	581	580	583	586	587
50-59	752	758	759	763	763	734	738	743	746	741	746	748	750
60-74	1,340	1,347	1,351	1,347	1,331	1,283	1,285	1,286	1,289	1,292	1,287	1,284	1,287
75+	1,221	1,223	1,227	1,230	1,204	1,180	1,181	1,187	1,193	1,194	1,203	1,205	1,212

Membership Update

The figures for April 2023 are presented in an alternative format in the chart below (moving clockwise from 12 o'clock through the age categories with the largest number):



Strategic objectives and associated risks:

The Council of Governors support delivery of all the Trust’s objectives. Maintenance of an effective Membership supports the following objective in particular:
5. Maintaining statutory and regulatory compliance

Recommendations:

The Council of Governors is asked to note the information contained within this paper.

Report development and engagement history:

This report has not been considered at any other meeting within the Trust.

Next steps:

Membership numbers will continue to be monitored and reported.

An update on delivery of the Foundation Trust Public Membership Development and Engagement Strategy, agreed in July 2022, will be presented to the Council of Governors in July 2023.

1. Welcome from
2. Lead Governor
3. Trust Overview
4. Governance
5. Committee
6. To Note:
7. Any Other

Work Programme Review 2023/24

	2 nd May 2023	24 th July 2023	TBC Sept 2023 AGM	8 th Nov 2023	13 th March 2024
Standing items					
Questions from the Governors	X	X		X	X
Non-Executive Director Committee Updates	X	X		X	X
Trust Overview, including key developments (presentation)	X	X		X	X
Membership Report	X	X		X	X
Review of Work Programme	X	X		X	X
Lead Governor Update	X	X		X	X
Governor Activity and Feedback	X	X		X	X
Patient Safety Walkabout Feedback	X	X		X	X
Guest Speaker					
As agreed	X	X		X	X
Statutory Reports					
Receive Annual Report and Accounts			X		
Receive Audit Reports			X		
Annual Reports					
Safeguarding Annual Report (for information)		X			
Strategic Plan					
Consider strategic issues/priorities for Board to consider in the 2024/25 planning process					X
Presentation of 2023/24 Trust plans		X			
Quality					
2023/24 priorities		X			
Quality accounts draft presented			X		
COG Strategy					
Foundation Trust Public Membership Development and Engagement Strategy Update		X			
COG Governance					
COG Review and Self-Assessment		X			
COG Annual report (for approval)		X			
COG Annual report presentation			X		
Duties reserved to the Council of Governors, as defined in the constitution (to be considered only if necessary)					
Appointment, reappointment or removal of Chair					
Appointment, reappointment or removal of the non-executive Directors					
Remuneration of Chair and Non-executive Directors					
Appointment or removal of Auditors					
Amendments to the Constitution					
Approval of "significant transactions"; applications for merger, separation or dissolution; or proposals to increase by 5% or more Trust income "attributable to activities other than the provision of goods and services for the purposes of health service in England".					

1. Welcome from

2. Lead Governor

3. Trust Overview

4. Governance

5. Committee

6. To Note:

7. Any Other

Council of Governors Committee

Attendance Matrix

The Robert Jones and
Agnes Jones Orthopaedic Institute

Quorum: 8 Governors							
Name	Title	21.04.22	24.05.22	19.07.22	28.09.22	09.11.22	08.03.23
		EXO			AGM		
Harry Turner	Chair	X	X	X	X	X	X
Stacey Keegan	Chief Executive Officer			X	X	X	X
Sarfraz Nawaz	Non Executive Director		X			X	X
Penny Venables	Non Executive Director		X	X			
Martin Newsholme	Non Executive Director		X	X	X	X	X
Chris Beacock	Non Executive Director				X		X
Paul Kingston	Non Executive Director		X			X	
David Gilburt	Associate Non Executive Director		X	X		X	
John Pepper	Associate Non Executive Director			X	X	X	X
Martin Evans	Associate Non Executive Director				X	X	X
William Greenwood	Public Governor - Powys	X	X	X	X		
Victoria Sugden	Stakeholder Governor - Voluntary Services/Lead Governor	X		X	X	X	X
Martin Bennett	Public Governor - Shropshire				X	X	
Nicki Kuiper	Public Governor - Shropshire					X	X
Colin Chapman	Public Governor - Shropshire	X		X		X	X
Sheila Hughes	Public Governor - North Wales				X	X	X
Colette Gribble	Public Governor - North Wales					X	
Tony Wright	Public Governor - West Midlands		X			X	X
Katrina Morphet	Public Governor - Cheshire & Merseyside	X	X		X		X
Phil White	Public Governor - Rest of England	X		X			
Kate Betts	Staff Governor	X	X	X		X	X
Kate Chaffey	Staff Governor						
Allen Edwards	Staff Governor	X	X				X
Simon Jones	Stakeholder Governor - Shropshire Council	X		X	X		
Peter David	Stakeholder Governor - Voluntary Services	X		X			
Karina Wright	Stakeholder Governor - Keele University					X	X
In Attendance							
Mary Bardsley	Acting Trust Secretary					X	
Dylan Murphy	Trust Secretary						X

Key: EXO - extraordinary committee meeting scheduled

1. Welcome from the Chairman	2. Lead Governor Update (yearly)	3. Trust Overview (Presentation)	4. Governance	5. Committee Chairs Updates	6. To Note:	7. Any Other Business
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