

ANNUAL MEMBERS' MEETING 2022

Minutes of meeting held at 1300 hours on Thursday 22 September 2022 in the Blair Bell Lecture Theatre and virtually on Teams

1.	<p>Welcome and Introduction</p> <p>The Chair welcomed all those attending the Trust's Annual Members Meeting, noting that it was quorate and briefed on the running order of the meeting. It was highlighted that the meeting was being held in a hybrid capacity with attendance both onsite and virtually.</p> <p>It was noted that the Annual Report and Accounts and reports from the Trust's External Auditor were available on the Trust website, and printed copies were available for those in attendance onsite.</p> <p>The Chairman reflected on the challenges faced during the year including returning services following the Covid-19 pandemic and recovering from the major incident in November 2021. The Chairman commended the response and leadership demonstrated by staff in response to the major incident.</p>
2.	<p>Minutes of meeting 2021</p> <p>The Minutes of the meeting held on 30 September 2021 were accepted as a record of the meeting.</p>
3.	<p>Review of the Year 2021/22 – Kathryn Thomson, Chief Executive</p> <p>The Chief Executive noted that 2021/22 had been another challenging year for Liverpool Women's and reiterated thanks towards staff, governors and the public for their ongoing support to ensure that the Trust continued to provide safe and excellent healthcare.</p> <p>The Chief Executive continued to detail key highlights from the year with attention drawn to the following items:</p> <ul style="list-style-type: none"> • Clinical developments during the year including: <ul style="list-style-type: none"> ○ Robotic-assisted surgery was helping women suffering with Endometriosis. The Trust was the only dedicated Women's Trust in the UK with a robotic gynaecology programme. ○ Lifesaving surgery performed on unborn twins whilst still in the womb as the first patients in the Northwest in recent years to receive lifesaving surgery at the Liverpool Women's Hospital NHS Foundation Trust • The events of November 2021 and the impact the major incident had upon staff, patients and the wider community. The Trust had been overwhelmed by the support and togetherness that was demonstrated during and following the incident and thanked everyone in our local communities and beyond for this. The Chief Executive thanked Merseyside Police for months of support, the staff and patients onsite at the time of the incident, and the teams who came on site following the incident to offer support. • The welcome return of the Volunteer Workforce who had been greatly missed during the Covid-19 pandemic lockdown. • The publication of the final Ockenden Report. The significant findings from the report had been considered by the Trust and it was doing everything possible to incorporate learning from the recommendations for the benefit of women, babies and families.

<p>4.</p>	<p>Financial Performance 2021/22 & 2022/23 Forecast The Chief Finance Officer detailed key financial highlights from 2021/22 noting that the Trust reported a surplus of £42k for the financial year-end.</p> <p>The Trust continued its capital investment programme and in 2021/22 comprised of investment in the estate, medical equipment and digital services, as well as commencement of the introduction of a Community Diagnostic Centre to provide CT, MR, respiratory and other diagnostic tests from the Crown Street site. The Trust had been awarded £2.9m capital funding and £2.4m revenue to set up the Community Diagnostic Centre to provide diagnostic tests to a range of patients across the region, working in partnership with other NHS organisations.</p> <p>The Chief Finance Officer reported that the Trust had agreed a plan with a small (£0.6m) surplus for 2022/23 and added that there would be significant challenges in achieving this. The Chief Finance Officer advised of significant pressures on budgets, particularly in relation to staffing gaps for clinical staff such as midwives, doctors, nurses and allied health professionals. In addition, inflationary pressures would be significant, particularly on gas and electric but also on contracts and other non-pay items.</p> <p>The Chief Finance Officer noted that the Trust continued to balance recovery and seeing more patients, with the ongoing impacts of Covid-19, staffing pressures and increased acuity of patients, and the Trust was working increasingly collaboratively with other providers and the new Integrated Care Board for Cheshire and Mersey.</p>
<p>5.</p>	<p>Quality Performance 2021/22 The Annual Members Meeting were provided with an overview of activity during 2021/22.</p> <p>The Interim Chief Nurse and Midwife and Deputy Medical Director detailed key highlights from the year with attention drawn to the following items:</p> <ul style="list-style-type: none"> • Implementation of the Clinical and Quality Strategy • Four Continuity of Carer in maternity teams maintained despite national pause • Robotic surgery for Gynaecology (one of the few trusts in the country providing the service) • Participation in 7 national clinical audits and 3 confidential enquiries, and completed 49 clinical audits • Conducted 123 clinical research studies across speciality areas within the Trust; 148 publications have resulted from research involvement. Notably: <ul style="list-style-type: none"> ○ in response to a surge in COVID-19 research activity in Liverpool, the Trust continued to actively support the Liverpool School of Tropical Medicine with the delivery of the Astra Zeneca / Oxford, COMCOV II and COV009 vaccine trials. • Patients with Covid-19 had been cared for with community onset cases determined pre-admission or on admission. There had been one nosocomial (healthcare acquired) case of COVID-19 during 2021/22. There had been no patient Covid-19 infection outbreaks. Throughout the pandemic the Trust had implemented national guidance both on PPE (to ensure the safety of staff) and infection control to reduce the risk of transmission in the hospital. • There had been no direct LWH maternal deaths. Nationally there had been an increase in stillbirth rates which had also been observed at the Trust. All cases had been reviewed and implementation of several initiatives including integrating customised growth charts into electronic records, targeting Continuity of Care in the areas with most deprivation, introduction of a cultural liaison midwife and adhering to the Saving Babies Lives Care bundle in response to the increasing rates. Preterm Neonatal Survival rates

	<p>had increased since 2018. Four gynaecology deaths during 2021/22 which had each been reviewed and lessons taken.</p> <ul style="list-style-type: none"> • The Trust had self-assessed against the Ockenden Report recommendations by tasking all divisions within the Trust to provide a response and GAP analysis. The Trust would be working and engaging with staff, women, families, and partner organisations to ensure that the essential actions are achieved and delivered. Progress against the Ockenden Report requirements would be overseen by the Trust Board and Quality Committee. • National recognition of the introduction of Europe's first neonatal telemedicine service in 2020. The system was now being used by Trust maternity teams to attend pregnant women being cared for in intensive care units in other hospitals. • Expanded the Fetal Medicines Unit, relocated to a newly refurbished department and offering twin-to-twin laser service as of 2021/22. <p>Looking forward to 2022/23 the Trust would continue to support and promote the national Women's Health Strategy for England with a renewed national focus on women's health and care. The Trust strategic priorities align to the priorities set out within the Women's Health Strategy and the Trust was committed to leading on delivery of transformation of women's health services in Cheshire and Merseyside.</p>
<p>6.</p>	<p>Operational Performance – Response and Recovery</p> <p>The Chief Operating Officer reported that the focus for 2022/23 would be on:</p> <ul style="list-style-type: none"> • Learning from Covid-19 • Recovery and restoration of services following two years of significantly interrupted activity across the whole NHS and partners: <ul style="list-style-type: none"> ○ Focus on services that were stepped down through the pandemic: Balance the need to continue to prioritise long waiting patients versus those in greatest clinical need. ○ Focus on those services that had to continue through the pandemic: Listen to, support and develop our workforce who have continued to deliver care throughout the pandemic • Move towards collaborative system working through the Integrated Care Board <p>The Chief Operating Officer referred to the challenges to achieve the cancer waiting time targets, reporting Cancer 2-week wait, faster diagnostic and 31-day performance on target despite 130% increase in referrals. Work was underway with the Cheshire and Merseyside Gynae-Oncology Cancer team to review the pathway.</p>
<p>7.</p>	<p>Membership & the Council of Governors</p> <p>The Lead Governor provided an overview on engagement with the membership and members of the public during 2021/22.</p> <p>There had been a slight decreasing trend in Trust membership over recent years. The Lead Governor noted a key focus on increasing recruitment with under-represented groups and ensuring effective engagement with existing members.</p> <p>The governors had developed and agreed a new Membership Strategy 2021-25 in September 2021. The Strategy specified that membership engagement cannot be an isolated task and should be embedded into wider patient / public engagement and involvement activity. There was also an opportunity for the membership to play a significant role in helping the Trust to engage with all aspects of the community.</p>

	<p>The Lead Governor advised on the eight Governor seats that had been up for election during the year. Four had been filled as uncontested, one had been contested and there remained three vacant public seats (North Liverpool x2; and Knowsley). The following governors were welcomed:</p> <ul style="list-style-type: none"> • Olawande Salam to the public seat of Rest of England and Wales • Irene Teare to the public seat of Central Liverpool • Jackie Sudworth to the public seat of Knowsley • Alison Franklin to the staff seat of Midwives • Angela Ranson to the public seat of South Liverpool <p>The Council also welcomed new Appointed Governors:</p> <ul style="list-style-type: none"> • Cllr Lena Simic (Liverpool City Council) • Cllr Marie Stuart (Knowsley Borough Council) <p>The Lead Governor thanked those Governors who had left their posts for their service and support to the Trust:</p> <ul style="list-style-type: none"> • Evie Jeffries– Public (Rest of England) • Sara Miceli-Fagrell – Public (South Liverpool) • Pauline Kennedy– Staff (Midwives) • Cllr Lucille Harvey - Appointed Governor (Liverpool City Council)
<p>8.</p>	<p>Future Generations</p> <p>The Chief Finance Officer provided an overview of development of the Future Generations Strategy (2016 – 2020) including a timeline of provision of women’s services in the city and the clinical risks and issues faced by Crown Street as an isolated acute site.</p> <p>A pre-consultation business case had been developed by Liverpool Clinical Commissioning Group (CCG) in 2016/17 and taken to NHS England in 2017. Since funding could not be identified, the CCG did not go to public consultation and since 2019 plans had not progressed further. Since 2021 the Trust had been refreshing its case for change with a view to going through the above process again.</p> <p>It was confirmed that no decisions had been made about the future and any proposals would need to go through a public consultation before changes could be made. Work continued with clinical colleagues across the city to make sure Trust services continue to be as safe as possible while at the Crown Street site.</p> <p>It was acknowledged that the Crown Street site was a relatively new hospital, opening in 1995, and that although the location was not sustainable for Liverpool Women’s services it would be a valuable base for a range of other health services.</p> <p>The Chief Finance Officer informed the Meeting of a newly established group, Patient & Public Engagement Group (PPEG), for patients, public, and members of staff to discuss aspects of Trust services and how improvements can be made where needed. One of the areas of focus for the PPEG would be plans for the future. The offer to be involved with this group was open to all in attendance.</p>
<p>9.</p>	<p>Children Growing Up in Liverpool (C-GULL)</p> <p>Professor Louise Kenny, Chief Investigator of the C-Gull Study provided a presentational overview of the study. The overall aim of C-GULL would be to combine clinical, molecular, civic and environmental data to identify risk factors, trajectories and causal mechanisms in early life for:</p>

	<ul style="list-style-type: none"> • Non-communicable diseases (e.g. diabetes, asthma and cancer) • Mental health • Developmental and educational difficulties <p>The study would be led by the University of Liverpool core clinical research team and would recruit patients over a 3.5 – 4-year period. The Liverpool Women's Hospital NHS Foundation Trust would be a single centre dedicated to continuous recruitment and follow-up care on behalf of the study. Ongoing assessment would be carried out in both antenatal and postnatal periods up to the age of 2 years.</p>
<p>9.</p>	<p>Annual Members' Meeting Q&A A question and answer session took place.</p> <ol style="list-style-type: none"> 1. Would the introduction of C-GULL impact upon patient booking appointments and the length of appointments? <i>Answered by Professor Louise Kenny</i> <ul style="list-style-type: none"> • Participant burden had been considered, the researchers did not want the process to be onerous for those involved and did not want to impact on the daily running of the clinical service. The study team would be working alongside the clinical service to ensure a streamlined process in place. • A soft launch at the end of the year had been planned to test assumptions – one of which being the impact on the clinical service. 2. The response to the staff survey had been below average. Had the Trust put measures in place to improve the position? <i>Answered by the Chief Operating Officer</i> <ul style="list-style-type: none"> • Several initiatives had been undertaken in response to the survey including the introduction of the Big Conversation as an opportunity to listen to staff concerns, investment in the workforce to increase WTEs, the employment of a Trust Psychologist to support staff, and the introduction of Schwartz rounds. 3. Aware that maternity services are traditionally underfunded, with the introduction of new requirements from the Ockenden review was their adequate funding for training, staff etc? <i>Answered by the Chief Finance officer</i> <ul style="list-style-type: none"> • Funding against Ockenden had not yet been agreed. • The Trust had committed to ensure funding for safe staffing and had invested in maternity services during 2022/23 4. What are the financial prospects of a new build in relation to current financial constraints faced across the country? <i>Answered by the Chief Executive</i> <ul style="list-style-type: none"> • Crown Street site would continue to be utilised for health services for the community and could include some existing services remaining onsite. • Aim to provide a better offer of care to patients and staff within Merseyside. • National approval to spend the required level of capital has always been required for a project this size and the Trust continued to work to secure this approval.
<p>11.</p>	<p>Closing Remarks The Chairman thanked all those who had attended the meeting and for their continued support.</p>

IN ATTENDANCE		
GOVERNORS		
Peter Norris	Public Governor – Central	✓
Pat Denny	Public Governor – Central	✓
Ruth Parkinson	Public Governor – Central	
Sara Miceli-Fagrell	Public Governor – South	Apologies
Carol Didlick	Public Governor – South	
Yaroslav Zhukovskyy	Public Governor – Sefton	
Annie Gorski	Public Governor – Sefton	✓
Jackie Sudworth	Public Governor – Knowsley	✓
Evie Jefferies	Public Governor – Rest of England & Wales	
Iris Cooper	Public Governor - Rest of England & Wales	✓
Kiran Jilani	Staff Governor - Doctors	
Rebecca Holland	Staff Governor - Nurses	
Rebecca Lunt	Staff Governor – Scientists, technicians & AHPs	
Kate Hindle	Staff Governor - Administrative, clerical, managers, ancillary and other support staff	✓
Cllr Lena Simic	Appointed Governor - Liverpool City Council	✓
Cllr Patricia Hardy	Appointed Governor - Sefton Borough Council	
Cllr Marie Stuart	Appointed Governor - Knowsley Borough Council	
Niki Sandman	Appointed Governor - University of Liverpool	Apologies
Jane Rooney	Appointed Governor - Education Institutions	
Rev Dr Miranda Threfall-Holmes	Appointed Governor - Faith Organisations	
BOARD OF DIRECTORS		
Robert Clarke	Chair	✓
Louise Kenny	Non-Executive Director	✓
Tracy Ellery	Non-Executive Director	✓
Louise Martin	Non-Executive Director	✓
Gloria Hyatt	Non-Executive Director	
Zia Chaudhry	Non-Executive Director	✓
Sarah Walker	Non-Executive Director	
Jackie Bird	Non-Executive Director	✓
Kathryn Thomson	Chief Executive	✓
Lynn Greenhalgh	Medical Director	✓
Eva Horgan	Chief Finance Officer	✓
Gary Price	Chief Operations Officer	✓
Michelle Turner	Chief People Officer	Apologies
Dianne Brown	Interim Chief Nurse and Midwife	✓
Matt Connor	Chief Information Officer	✓
STAFF / PUBLIC		
Mark Grimshaw	Trust Secretary	✓
Jenny Hannon	Staff	✓
Joe Downie	Staff	✓
Chris Dewhurst	Staff	✓
Louise Hope	Staff (minute taker)	✓
Diane Morris	Public	✓
Irene Reppion	Staff	✓
Saad Alshuki	Staff	✓

Michelle Parkinson	Public	✓
Amy Mahdi	Staff	✓
Lesley Mahmood	Public	✓
Teresa Williamson	Public	✓
June Pryce	Staff	✓
Kate Aldred	Staff	✓
Asheni Fernando	Staff	✓
Nicola Pittaway	Staff	✓
Andrew Jacobsen	Staff	✓
Jane Calveley	Staff	✓
Kate Davis	Staff	✓
Karen Loy	Staff	✓
Lesleyanne Saville	Staff	✓
Andrew Duggan	Staff	✓
Louise Wan	Staff	✓
Dot Lambert	Public	✓
Tom White	Staff	✓
Lorraine Corfield	Staff	✓
Jennifer Huyton	Staff	✓
Andrea Nichols	Public	✓
Andrew Weeks	Staff	✓
Adrian O'Hara	Public	✓
Anne Mason	Public	✓
Amy Beasley	Public	✓
Eleanor Walker	Public	✓
Lisa Shoko	Public	✓
Andrew Sefton	Public	✓
Denise Richardson	Public	✓
Laura Roscoe	Public	✓
Richard Hutchinson	Public	✓