

**Cover Sheet**

**Council of Governors Meeting: Wednesday 12 July 2023**

**CoG2023.17**

---

**Title: Update on Constituency Meetings**

---

---

**Status: For Discussion**

**History: Insert History / Approval Path New paper**

---

---

**Council Lead: Lead Governor**

**Author: Caroline Rouse, Governor and Membership Manager/ Katy  
Whife, Corporate Governance Manager**

**Confidential: No**

**Key Purpose: Briefing**

---

## Update on Constituency Meetings

---

### 1. Purpose

- 1.1. The purpose of this item is to provide an update on constituency meetings and to briefly consider any developments that may help support governors to engage with members and the public and improve feedback mechanisms to Council, particularly in relation to constituency meetings and events.

### 2. Background

- 2.1. Councils of governors are legally responsible for representing the interests of the members of the NHS foundation trust and the public. Governors may choose a range of different ways to engage with these groups. There are a number of ways in which the Trust supports governors with this duty, which include constituency meetings, events and consultations. Governors also actively contribute to important Trust events such as the Quality Conversation.
- 2.2. The Patient Experience, Membership and Quality Committee. has oversight, considering within its remit the experience of patients using OUH services. The committee receives regular updates on membership and events.

### 3. Update on Constituency meetings

- 3.1. A great deal has changed in recent years, particularly regarding the establishment of integrated care systems. While governors represent specific constituencies, in support of collaboration and the delivery of better, joined-up care, councils of governors are now also required to form a rounded view of the interests of the 'public at large'. This includes the population of the local system of which the NHS foundation trust is part. There are also a number of new governors on the Council who may have need ideas about how they wish to engage.
- 3.2. These are important questions for the Council that this paper doesn't seek to answer in full, however through this paper we remind governors of the constituency events in place and ask that the Council consider some simple improvements that may help with the effectiveness of the engagement forums already in place and start to think about ways in which governors can better develop this more rounded view of the interests of the 'public at large'.

- 3.3. **Joint meetings** - In the interests of BOB Integration, to consider holding more joint meetings and events. There may be scope to hold a joint meeting with Oxford Health and preliminary discussions with the lead governor have taken place. As it stands. SCAS and Oxford Health Governors and Members are regularly invited to events. If holding more joint events, the Council should be mindful of the potential that the responsibility for coordination may fall disproportionately on the Trust's Governor and Membership Manager, depending where they are held.
- 3.4. **Feedback** - The constituency meetings are held to help support governors engage with our members and the local community. However, at present no feedback on what was discussed is provided after the event. To enable feedback to be heard, it is recommended that at future meetings governors would be asked to complete feedback forms. This information can then be disseminated to allow all to find out what sort of questions are being asked. Over time, this should allow 'themes' to be seen on what is most important to the people attending.
- 3.5. **Presentation and supporting information** – Presentation slides are used by governors who lead events, though it has been reported that these would benefit from a refresh, and it is recommended that documentation used to support events, including presentation slides are reviewed.

#### 4. Dates of constituency meetings

- 4.1. Constituency meetings have restarted this year. Over time we are looking to hold these across all constituencies in Oxfordshire.
- 4.2. Meetings can also be arranged to be held near the Oxfordshire border so that people living in Buckinghamshire, Berkshire, Gloucestershire and Wiltshire and Northamptonshire and Warwickshire constituencies can attend. Meetings will not be held in the Rest of England and Wales constituency.
- 4.3. Although the meetings are run by the governors for the relevant constituency, all governors are welcome to attend any meeting to give them an opportunity to engage with the people attending. Trust colleagues are also welcome to attend and input, for example the Patient Experience Team.
- 4.4. The success of constituency meetings is dependent on governors' enthusiasm and availability.
- 4.5. So far this year three constituency meetings have taken place in Abingdon, Oxford and Witney, details below:

#### 4.6. Vale of White Horse and South Oxfordshire Constituency Meeting

- Date: Tuesday 10 January
- Venue: Roysse Room, Abingdon Guildhall, Abingdon
- A presentation took place on Cancer – Behind the Scenes by Mr Christopher Lima, Cancer and Haematology Centre, Churchill Hospital
- Governors in attendance: David Matthews, Jill Haynes, Janet Knowles, Nina Robinson and Jeremy Hodge

#### **4.7. Oxford City Constituency Meeting**

- Date: Wednesday 26 April
- Venue: Lecture Room, George Pickering Education Centre, John Radcliffe Hospital
- A presentation took place on Stroke Service in Oxfordshire and Early Supported Discharge by Lynne Maddocks, Stroke Service Manager and Jennifer Huffadine and Claire Mahon from the Early Supported Discharge Team
- Governors in attendance: Mike Gotch, David Matthews, Jill Haynes and Megan Turmezei

#### **4.8. West Oxfordshire Constituency Meeting**

- Date: Thursday 11 May
- Venue: High Street Methodist Church, Witney
- A presentation took place on the Recent advances in Airways Disease by Professor Ian Pavord, Nuffield Department of Clinical Medicine
- Governors in attendance: Graham Shelton, Robin Carr, Aliko Kalianou, Janet Knowles
- The next Constituency Meeting is due to take place in September.

#### **4.9. Oxford City Constituency Meeting**

- Date: Monday 25 September
- Time: 6.30pm – 8.00pm
- Venue: Bill Buckingham Ballroom, Rose Hill Community Centre, Oxford
- Presentation on Dementia and Delirium by Professor Sarah Pendlebury, Clinical Lead for Dementia, Oxford University Hospitals NHS Foundation Trust

4.10. Further constituency meetings are being planned:

**4.11. South Oxfordshire Constituency Meeting**

- Date: TBC
- Time: 6.30pm – 8.00pm
- Venue: Merry Balls Village Hall, Wheatley
- Meetings are also planned to take place in the Vale of White Horse and Cherwell constituencies either this year or early next year. Governors for Northamptonshire and Warwickshire would be invited to attend the Cherwell event.

**4.12. South Oxfordshire/Buckinghamshire, Berkshire, Wiltshire and Gloucestershire event**

4.13. We are looking at holding either a constituency meeting or an information fair event in Thame in October. It was felt holding an information fair would bring in more people. This would either be held on a Saturday or during half term, which may also help to bring in younger people. Although a few constituency events have taken place in South Oxfordshire this year, it was felt that this would be an ideal location to include governors from Buckinghamshire, Berkshire, Gloucestershire and Wiltshire in the event.

**5. Want to hold a constituency meeting in your area?**

5.1. If you are interested in holding a constituency meeting or talk about how to engage with members and the general public, please do contact Caroline Rouse, Governor and Membership Manager.

**6. Recommendations**

6.1. The Council of Governors is asked to:

- Support the development of a feedback form.
- Agree to hold joint events where opportunities arise and there is an interest to do so to support collaboration.
- Agree that the presentation slides used at events will be reviewed to better support governors who lead constituency meetings.
- Liaise with the Governor and Membership Manager if interested in holding or attending an event.
- Encourage governors to participate in constituency events.