

Meeting Title	Board of Directors		
Date	9.5.19	Agenda item	Bo.5.19.5

## Report from the Chairman

Presented by	Dr Maxwell Mclean, Chairman		
Author	Jacqui Maurice, Head of Corporate Governance		
Lead Director	Dr Maxwell Mclean, Chairman		
Purpose of the paper	The report provides an update on activity and engagement involving the Council of Governors since the previous report provided in March 2019.		
Key control	N/A		
Action required	To note		
Previously discussed at/ informed by			
Previously approved at:	Committee/Group	Date	

### Analysis

#### 1. Council of Governors Meeting scheduled for 18 April 2019

As the Board of Directors is aware, the Council of Governors meeting scheduled for 18 April 2019 was postponed. The rescheduled date for the public meeting will be confirmed shortly. In line with their terms of reference, the Council of Governors has been asked to consider a number of key items in advance of the rescheduled meeting that were time-limited, these items will of course receive formal ratification at the rescheduled public meeting. The Board is asked to note the following:

##### 1.1 Council of Governors Standing Orders

These are required to be reviewed annually by the Council. Governors were asked to consider if there are any changes required. Agreement was achieved virtually that these could be approved and this decision would be ratified at the next meeting.

##### 1.2 Foundation Trust Membership Plan 2019/20

As the Board is aware, on 7 March 2019, Directors approved the adoption of the attached Membership Plan 2019/20 which details, in one place, the BTHFT Membership Plan for 2019/20 and highlights those areas where members will have the opportunity to share their views and opinions. The plan includes the establishment of a 'task and finish group' comprising an Executive Director, Non-Executive Director and, representatives from the Council of Governors to drive the development of a Membership Involvement and Communications Plan for delivery in 2020 to 2022.

I am pleased to advise that a number of Governors have indicated their wish to join the 'task and finish group' and dates a meeting schedule is currently being confirmed. As a reminder, Selina Ullah is the confirmed Non-Executive member of the Group.

##### 1.3 NHS Provider Licence

The Governors have had sight of the draft BTHFT annual self-declaration which the Trust is required to make. As with the previous year, Governors have been provided with the draft declaration for comment prior to its submission to our Board of Directors. I am pleased to let you know that the Council of Governors are satisfied with the content of the submission which has been provided to the before the Board.

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## 2. Draft BTHFT Quality Report 2018/19

Governors have been provided with a copy of the Trust's Draft Quality Report 2018/19 for their review. As in previous years the views and thoughts of the Governors have been sought on the content of the Quality Report, and in particular on the improvement priorities set by the trust for 2019/2020. The Board is reminded that any commentary received from our Governors would be collated into a final response to be included in the Quality Report 2018/19 alongside responses received from the Local Healthwatch, the Local Authority and the CCGs.

## 3. Appointment of Lead Governor

The Council of Governors has received two nominations for the role of Lead Governor. The new Lead Governor will be confirmed at the rescheduled meeting of the Council of Governors. The Directors, members and the public will be advised of the appointment following the meeting.

Council of Governors is asked to note the following.

## 4. Governor Elections

It with regret that I report that Mr Michael Parry, Public Governor for Bradford East has stood down as a Governor from 1 April 2019.

As you are aware the terms of office of a few of our current Governors end in May. A new notice of Election was issued on 11 March 2019 and the vacancy brought about by Mr Parry's resignation has been included as part of the call for nominations. Nominations have therefore been sought for

- Bradford East
- Bradford South
- Rest of England and Wales
- Patient (Out of Bradford)
- Staff Allied Health Professionals.

I am pleased to report that Mr Kurshid Siddique is the new Governor for Bradford East. His term will commence on 13 May 2019. An election is currently taking place in our Bradford South membership constituency and will conclude on Friday 10 May. The Board is asked to note that a call for nominations for the three vacant seats on the Council of Governors will be made during the next election process which will commence towards the end of September 2019.

## 5. Non-Executive Director Recruitment Process.

The process for the appointment of two Non-Executive Directors to the Board continues apace. Shortlisting for the roles has been completed by the Governors Nominations and Remuneration Committee (NRC) the NRC has confirmed that interviews will take place on Friday 10 May and Tuesday 15 May. The interview panels for both days has also been confirmed.

## 6. NHS Long Term Plan and, 2019/20 Operational Plan

Many of our Governors were in attendance at two dedicated discussion sessions on 12 March 2019 on the implications of the Long Term Plan for Bradford and, the Foundation Trust's Operational Plan. My thanks to John Holden, Acting Chief Executive and Matthew Horner, Director of Finance for the delivering these sessions to the Governors which were very well received.

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## 7. Review of the Performance of the Council of Governors

I understand that towards the end of 2019, the Governors completed a self-assessment on the performance of the Council of Governors during the previous year. This was conducted with the then Chair, Professor Bill McCarthy. I will be arranging to meet with the Governors to discuss the outcomes from the assessment and confirm the objectives and actions to be set as a result with both the Board of Directors and the Council of Governors.

## 8. Governors Induction Programme

All Governors are required to undergo an induction to support them in the delivery of their role once they start their Governor term. However, every few years, the custom at BTHFT is to deliver an induction programme that includes all Governors. The collective induction programme serves to underpin the continued development of a strong and cohesive Council of Governors and is equally important for both experienced Governors and new Governors. The programme provides opportunities for

- All Governors to take stock with regard to the broader NHS landscape and the current issues of the day that affect how we as an organisation operate.
- Provides Governors with an in depth understanding of the specific challenges facing our Foundation Trust during the coming years along with our plans for the development of our services and our workforce.
- Makes explicit the role of members, Governors and the Board of Directors within the Governance structure here at the Foundation Trust.

Over the coming weeks the draft programme will be presented to the Board and the Governors for approval along with the dates for delivery. All Directors will be invited to participate within the programme.

## 9. Quarterly meeting with the Vice-Chair of the Council of Governors

The next quarterly session where I will meet with the Vice-Chair and the new Lead Governor of the Council of Governors is scheduled for Friday 12 July 2019. As with previous sessions, an open invitation will be extended to all Governors to attend.

The Board is asked to note however that I will be holding a separate meeting with the Vice-Chair and the Lead Governor (once confirmed) as part of my personal induction programme.

## 10. Joint sessions with the Non-Executive Directors

The next joint closed session between the Non-Executive Directors and the Governors will take place on Thursday 18 July 2019 from 2.15pm to 3.15pm. This session will be followed by the July Council of Governors meeting from 3.30pm to 5.30pm.

## Recommendation

The Board of Directors is asked to note the report.