

Meeting Title	Board of Directors		
Date	20.05.21	Agenda item	Bo.5.21.6

## 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 to the Board in March 2021.	
Key control	N/A	
Action required	To note	
Previously discussed at/ informed by		
Previously approved at:	Committee/Group	Date
Situation		
1. Key outcomes from the Council of Governors meeting held on 15 April 2021.		
<p>The recording of the meeting is available <a href="#">here</a>. Council meetings will take place virtually until at least the end of September 2021. With regard to the key outcomes from the meeting the Board is asked to note the following.</p>		
<b>1.1 Vice-Chair of the Council of Governors and the Lead Governor Appointments</b> <p>Wendy McQuillan has been appointed as Lead Governor and David Wilmshurst has been appointed as Vice Chair of the Council of Governors. Both terms are for two years up to April 2023.</p>		
<b>1.2 Membership of the Nominations and Remuneration Committee (NRC)</b> <p>The Council has confirmed and welcomed Dermot Bolton and Mark Chambers as the newest members of the NRC. Both have taken up their roles with immediate effect.</p>		
<b>1.3 Annual Members Meeting/Annual General Meeting (AMM/AGM)</b> <p>Our virtual AMM/AGM will take place on 28 September 2021 from 5pm to 7pm. The Council approved the formation of a working group to support the planning of our joint event. September 2020 was the first time we held the event virtually and we attracted approximately 530 views with an additional 70 people watching the event live. The planning group will report back to the Council meeting in July where the programme for September 2021 will be agreed.</p>		
<b>1.4 Annual Governor Evaluation and Governors' Skills and Knowledge Audit</b> <p>The Council was in receipt of the outcomes from the Governors annual evaluation of their performance and the results from their skills and knowledge audit. A dedicated session has been confirmed to discuss and confirm the recommendations for improvement and development over 2021/22.</p>		
<b>1.5 Governors Code of Conduct</b> <p>Revisions to the Governors Code of Conduct were agreed. The updated Code of Conduct will be signed by all current and new Governors.</p>		

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### 1.6 Chair and NED appraisal processes 2021

The Chair and NED appraisal processes for 2021 were approved. Arrangements are now underway for the scheduling of appraisals and seeking feedback from identified stakeholders in support of the appraisals.

### 1.7 Dealing with issues raised by constituents

A number of Governors indicated that they are not always clear on how they should properly raise issues shared with them by constituents. A session has been scheduled for Governors, in June, to provide clarity with regard to the role of the Trust's [Patient Experience Team](#) in supporting and helping patients and other service users in a range of ways.

### 1.8 NED Appointment to replace Selina Ullah

Selina Ullah, Non-Executive Director, will conclude her second term on 31 August 2021. Selina has served our Trust for six years. The Council approved the recommendation to undertake a search to appoint a NED and this will now be carried out by the Governors NRC.

## 2 Elections to the Council of Governors

I am pleased to advise that following the completion of the elections process;

- Adrian Cresswell is now confirmed as a Public Governor Bradford South.

Following the satisfactory completion of the required checks I look forward to welcoming;

- Christopher Matejak, as Public Governor Bradford South
- Ibrar Hussain as Public Governor Bradford West
- Caroline Chapman as Public Governor Shipley

The Board is also asked to note that Ms Marian Olonade-Taiwoo has stood down as Public Governor, Keighley. I have written to Marian to formally thank her for her service as a Governor for almost seven years. Discussions are taking place on the particular approach to be undertaken with regard to an election in our Keighley membership constituency particularly in light of the challenges posed by the proximity of Airedale NHS Foundation. I hope to soon be in a position to share with you the launch date of the Keighley election process.

## 3 Chairs Spring Bulletin

Board Directors have been in receipt of the 'Chairs Spring Bulletin' circulated to Governors on 30 April 2021. As a reminder the key items covered included:

- Decisions from the 15 April Council of Governors meeting.
- An update on Elections to the Council.
- Invitations to Executive-led briefing sessions for Governors covering; the Chaplaincy service; BTHFT Operational and Financial Operational Plan 2021/22; a Performance Update and; Our plans for a Digital Future and Working with Airedale NHSFT.
- Invitations to; the NHS Providers Governor Focus Conference and, a CIVICA Engagement LIVE 2021 event providing opportunities to understand more about membership and engagement activities.

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- Three reasons to celebrate! Information on three key news items from the last couple of months that reflect reasons for our Trust to celebrate. These are [New 'Changing Places' facility officially opened at St Luke's Hospital](#); [Act as One Festival celebrates Bradford's health and care partnership](#) and; [Successful results released for Novavax vaccine trial co-hosted by Bradford](#).
- Executive Briefing from Pat Campbell, Director of HR, turning a lens on our staff over the last year to provide a snapshot of how we have been 'looking after our people'. My immense thanks to Pat for the report prepared for the Council of Governors. In particular I thought I would include here the following extract from the briefing which reflects on the work of our Occupational Health and Well-being team and the support that they are providing to staff during this pandemic.

*Occupational Health and Wellbeing: Over the last 12 months Occupational Health has played an important role in supporting managers and staff to deal with the multiple complex issues arising from the Covid pandemic. This is reflected in the 25% increase in management referrals received into Occupational Health, a rise from 1665 referral to 2144 referrals over the last 12 months. The service has supported both managers and staff in identifying those who might be at greatest risk of infection or adverse outcomes by developing and refining risk assessment templates and processes as knowledge of the virus increased. Frequently Asked Questions were composed in response to the high level of queries being received, these were combined with HR FAQs and utilised in a staff helpline. Occupational Health operated a 7 day service to ensure symptomatic staff tested on-site were provided with their Covid PCR results, isolation and return to work advice. This comment was received from a nurse who was off sick due to Covid:*

*"Unfortunately I don't remember the name of the nurse who rang me with my results but I'd just like to say thank you because it wasn't a case of just being told my result, she took the time to explain the process and what I needed to do but also because I live on my own she took the time to say take care, be mindful of any symptoms worsening and to make sure I'm able to get someone to drop things off for me, whilst I can't go out, which was nice of her because it made me feel like I'm not "just" a member of staff i.e. a number and that it's important that I'm able to look after myself at this time and get help from the appropriate places if needed."*

*Staff have been signposted to Confidential Care, our EAP service, for support with financial worries, emotional support and counselling. Self-help support is also highlighted where required such as the free well-being apps (headspace, sleepio, bright sky, liberate). Referral to the Access to Work service is facilitated for staff who are unable to return to work due to mental health issues.*

*To help the Trust protect our staff and maximise our workforce to deal with the pandemic pressures, redeployed staff and volunteers were assessed by Occupational Health prior to their placement to ensure suitable adjustment advice was provided for their redeployed role and that they received appropriate communicable disease vaccination for the clinical areas they are working in.*

My thanks to Pat and her team for this enlightening report.

#### 4 My quarterly meeting with Governors

My next quarterly session with the Governors will take place on Tuesday 6 July 2021. Any questions raised will be shared with the full Council at the meeting scheduled for Thursday 15 July 2021. Where time permits responses to the questions raised will be provided at that meeting.

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## 5 Joint Session: Governors and Non-Executive Directors

Our next joint closed session between the Non-Executive Directors and the Governors will take place on Thursday 15 July 2021 from 2.15pm to 3.15pm (prior to the council of governors meeting).

### Recommendation

The Board of Directors is asked to note the report.