

Meeting Title	Board of Directors		
Date	18 November 2021	Agenda item	Bo.11.21.6

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 September 2021.	
Key control	N/A	
Action required	To note	
Previously discussed at/informed by	N/A	
Previously approved at:	Committee/Group	Date

Situation

1. Key items to note from the 21 October Council of Governors meeting

The recording of the Council of Governors meeting held on 21 October is available to view online [here](#). I thought though it would be useful to highlight here in my report the key items from our meeting.

- **Governor Resignation:** It is with regret that Dr Kavitha Nadesalingam, Rheumatology Consultant/Honorary Senior Lecturer will be standing down from her role as Staff Governor Medical & Dental at the end of December 2021. Kavitha has recently taken on the role as Clinical Lead for GIRFT (Getting it Right First Time) within our Trust. Kavitha has expressed her positivity with regard to her time as a Governor and the work she has undertaken with her Governor colleagues which she describes as 'inspiring'. I am sure members of the Board will join me in wishing Kavitha all the very best in her new role.
- **Governor elections update:** I have confirmed with the Council that our next elections process will launch in January 2022 and close at the end of March 2022. The confirmed scheduled will be published towards the end of December on our website. We will be seeking to fill a total of 9 seats which cover;
 - Keighley (2 seats)
 - Bradford East (2 seats)
 - Bradford South (1 seat)
 - Staff Governor Nursing and Midwifery (1 seat)
 - Staff Governor Medical and Dental (1 seat)
 - Patient (1 seat)

To support the elections process a dedicated engagement and communications plan is being drawn up. Particular attention will be focussed on Keighley where we have fewer members than our other public membership constituencies.
- **Corporate Strategy:** A further detailed discussion took place on the new Strategy with John Holden, Director of Strategy and Integration. In addition to the stand-alone session that took place on 26 July, the period for Governors to provide any additional comments was extended to 31 October 2021.

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- **Draft of the Membership Plan:** This was considered and ratified by the Council at its meeting. No further comments were received following the meeting. My thanks to the Membership task and finish group which alongside governors included members of the Board as part of its membership. Our Board will consider the plan under agenda item Bo.11.21.24 where it is presented for approval.
- **NED Appointment:** Interviews were held on 15 October and the Council received and approved a recommendation on the appointment from the NRC. The Fit and Proper Persons checks are now being undertaken. Once these have been concluded and are found to be satisfactory the appointment will be confirmed.
- **NED Remuneration:** The closed Council considered the remuneration for both the non-Executive Directors and the Chair. The Council approved the recommendations from the Nominations and remuneration committee that there would be no change in the remuneration levels for the Non-Executives or for the Chair for the next year.
- **NED Appraisal Process:** The Council was in receipt of my report on the NED appraisal process and confirmed that it was assured by the process undertaken. All appraisals had been completed and carried out in line with the process agreed with the Council in April 2021. Further the Council noted that “following the formal performance evaluation of each NED; the performance of each NED continues to be effective and demonstrates commitment to the role”.

2. Chairs e-Bulletin for members Winter 2021/22

I am very pleased to share with you our latest bulletin for members. This can be accessed on line [here](#). I draw your attention in particular to the feature on our joint Annual General Meeting and Annual Members Meeting which launched virtually on 12 October 2021.

3. Governor development sessions

In support of key outcomes from the Governors Skills and Knowledge Audit and the Governors Self-Assessment completed earlier in the year, the Corporate Governance team has arranged for the delivery of three bespoke development sessions to be delivered by Governwell, the national training provider for Governors which is an arm of NHS Providers. These are scheduled as follows:

- ‘NHS Business and Finance Skills’ on 9 December 2022
- ‘Member and Public Engagement’ on 1 February 2022
- ‘Accountability’ on 16 March 2022

The sessions will all be delivered virtually and open to all Governors to attend. However, if there are slots available there may be opportunities for some of our Non-Executive Directors to join these sessions. Please contact the Head of Corporate Governance for further information.

4. Quality Account Priorities 2022/23

We are currently seeking a date for a two hour session for Governors with the Associate Director of Quality to discuss the Quality Account priorities for 2022/23 with the Associate Director of Quality and the Head of Quality Improvement. I will also be attending the session.

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Once the date has been finalised this will be shared with Non-Executive Directors alongside an invitation for you to join the session if you are available.

5. Key communications

All Governors continue to be in receipt of daily updates regarding the Trust's Covid-19 position. I have ensured that other key communications continue to be shared as a matter of course so that Council members continue to remain in touch with all developments at our Trust. As a reminder, Governors continue to have access to Let's Talk (staff newsletter), the daily Covid-19 global emails to staff (which also include links to the Chief Executive's podcasts and videos).

6. My quarterly meeting with Governors

My next quarterly meeting with Governors will take place on 11 January 2022 and outcomes from that meeting will be shared at the next Council of Governors meeting.

7. Joint Session: Governors and Non-Executive Directors

Our next joint session with the Governors is scheduled for Thursday 27 January from 2.15pm to 3.15pm (prior to the Council of Governors meeting). The outcomes from this session will also be reported on later that afternoon at the Council of Governors meeting.

Recommendation

The Board of Directors is asked to note this report.