

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.6

## 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 and Membership since the previous report provided to the Board in January 2022.		
Key control	N/A		
Action required	To note		
Previously discussed at/informed by	N/A		
Previously approved at:	Committee/Group	Date	

### Situation

#### 1. Council of Governors meeting held on 27 January 2022.

A meeting of the Council of Governors took place in January, shortened as a result of the requirement to release capacity to manage the Covid-19 pandemic. The Board of Directors is asked to note the following key decision which was approved and the focus of the discussions at the most recent Council of Governors meeting.

- **Reappointment of the Chairman:** Due to my interest with regard to this item, I absented myself from the meeting and the chair role was assumed by David Wilmshurst, Vice-Chair of the Council of Governors.

The Council approved the recommendations from the Governors Nominations and Remuneration Committee that the BTHFT Chair remuneration should remain at the same level and further approved the Terms and Conditions for the BTHFT Chair, on reappointment from 1 May 2022. The Board is asked to note that details regarding the reappointment will be included in full within the Trust's Annual Report 2021/22.

- **Executive updates:** The Council was appreciative of the verbal reports provided, on behalf of all Executives, from the Director of Strategy and Integration, Chief Operating Officer and the Director of HR. These reports covered Covid and Winter pressures, an operational update regarding restart and reconfiguration and, a staffing update. In addition the Executives responded to specific items raised by Governors at the joint meeting with NEDs held immediately prior to the Council meeting. These covered:
  - Omicron variant and the Trust's ability to conduct business as normal
  - BTHFT Inpatient survey analysis
  - Value for money in the independent sector
  - Carry over of staff annual leave
  - Compulsory vaccinations for staff
- **Non-Executive Chair reports from Academy and Committees:** The Council was also in receipt of reports from the Non-Executive Director Chairs of the Academies, the Audit Committee and, the Charitable Funds Committee and so have been kept apprised of the work of the Trust and the oversight and assurance received by the Board Academies and the Committees.

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## 2. Governor elections

Our governor elections process will launch on 7 March 2022 in line with the following schedule.

<b>Nomination and election timetable</b>	<b>Date</b>
Notice of Election / nomination open	Monday, 7 Mar 2022
Nominations deadline	Monday, 4 Apr 2022
Final date for candidate withdrawal	Thursday, 7 Apr 2022
Notice of Poll published	Wednesday, 27 Apr 2022
Voting packs despatched	Thursday, 28 Apr 2022
Close of election	Tuesday, 24 May 2022
Declaration of results	Wednesday, 25 May 2022

Nomination forms are available [here](#) and a full communications campaign is now underway to seek nominations for the following seats.

- 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)

In particular interested individuals should see our revised '[Become a Governor](#)' supporting booklet which is available on our nominations site and on our trust website Governor and Membership pages. We are also providing the opportunity for interested individuals to join an informal 'MS teams' session with myself and a number of our Governors. These will take place on;

- Tuesday 8th March 2022, 5.35pm to 6.35pm
- Tuesday 15th March 2022, 2.30pm to 3.30pm

Civica Election Services, our independent scrutineer, will also be present to advise on the election process itself. Booking details are available in the [Become a Governor](#) supporting booklet.

I would like to encourage our Board members to share the links above with their contacts and networks.

## 3. Recruitment process for Independent Chair of the BD&C Partnership Board

I am pleased to advise the Board that Kursh Siddique, Public Governor will be representing our Council of Governors on the stakeholder panel that forms part of the recruitment process for the Independent Chair of the Bradford District and Craven Partnership Board on 11 March 2022. I am pleased to share that Kursh will bring his strong community experience and diversity perspectives to the proceedings.

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#### 4. Quality Account 2022/23 Improvement Priorities

Governors are now scheduled to meet with myself and the Trust's Quality Governance team for a development session regarding the trust's quality improvement priorities on 5 April 2022. This session has been rescheduled from January.

#### 5. Membership Plan Delivery Group

The first meeting of this group will now take place on 17 March 2022. As a reminder group members are confirmed as Wendy McQuillan and Kursh Siddique, Public Governors and, Julie Lawreniuk, Non-Executive Director/Senior Independent Director. They will be joined by George Reynolds, Public and Patient Involvement Officer. Members of the Corporate Governance team are also involved in supporting this group. The group will meet quarterly to oversee the delivery of the plan and to agree the timescales for completion of the actions. A six monthly report will be provided to the Board and Council of Governors on progress with regard to the delivery of the plan.

#### 6. Governors Annual Evaluation and, Skills/Knowledge and Development Audit

The process has started for Governors to complete their annual evaluation form and their individual skills, knowledge and development questionnaire. The outcomes from these surveys will be presented to the Council at their meeting in April and will support the development of the engagement and improvement plan for our Council for 2022/23.

#### 7. Key Trust Communications

All Governors continue to be in receipt of daily updates regarding the Trust's Covid-19 position. Other key communications continue to be shared as a matter of course with Governors so that Council members 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 and, have access to the Chief Executive's weekly vlogs with news from across our Trust.

#### 8. NHS Providers (Governwell) Training and Development Programme for Governors

On 1 February 2022 Governwell delivered their second session to our Governors on 'Member and Public Engagement'. Materials from the session have been circulated to all Governors. The learning from the session will be used to inform the delivery of our membership plan where appropriate. Our governors were joined at the session by Governors from Airedale NHS FT and Bradford District Care Trust NHS FT.

- We have reserved one additional Governwell training session, focussed on 'Accountability'. The session was scheduled for 16 March 2022 however as we are soon to be in the midst of our elections this session will now take place towards the end of June to enable our new Governors to attend.

As a reminder these sessions cover those areas where Governors felt they needed additional support; as indicated by the results from the Governors skills and knowledge audit and the annual evaluation undertaken in 2021.

Where we do have spare capacity, invitations will continue to be extended to Governors from

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our neighbouring Foundation Trusts to join the sessions.

#### **9. My quarterly meeting with Governors**

My next quarterly meeting with the Governors is scheduled for Tuesday 12 April 2022. The outcomes from that meeting will be shared at the next Council of Governors meeting on 28 April 2022.

#### **10. Joint Session: Governors and Non-Executive Directors**

Our next joint session is scheduled for Thursday 28 April 2022 from 2.15pm to 3.15pm (prior to the Council of Governors meeting). The outcomes from this session will be reported on later that afternoon at the Council of Governors meeting.

#### **Recommendation**

The Board of Directors is asked to note this report.