

Meeting Title	Board of Directors		
Date	11 May 2023	Agenda item	Bo.5.23.6

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 March 2023.		
Key control	N/A		
Action required	For Information		
Previously discussed at/informed by	N/A		
Previously approved at:	Committee/Group	Date	

Situation

1. Council of Governors meeting held 27 April 2023

Our last meeting in April was held virtually. The recording of the meeting is available [here](#).

Key items considered by the Council were:

- A summary of the discussion that took place at the Governor and NED pre-meeting held earlier in the day.
- Chairman's Report to the Council
- CEO Report covering key activity since the last report covering our Patients, People, Partners and Place.
- Code of Governance for NHS Provider Trusts and Guidance on Good Governance and Collaboration
- Review and approval of:
 - NED and Chair appraisal process for 2023
 - Proposed process in the case of removal of a NED or Chair
 - NED Job Description, Person Specification and, Terms and Conditions
 - Outcomes from the Governors Annual Effectiveness/Skills and Knowledge Audit
 - Governors Standing Orders
 - Governors Terms of Reference
- Planning for the Annual General Meeting/Annual Members Meeting 2023

At the closed meeting two items were considered and approved:

- The appointment of two new NEDs to fill the vacancies that will be left later in the year when Mr Barrie Senior and Mr Jon Prashar conclude their second terms. The Council approved the recommendation for the Governors Nominations and Remuneration Committee to undertake a search to appoint two new Non-Executive Directors, one of which will be Chair of the Audit Committee.
- The Council had sought nominations from Governors for the role of Vice-Chair of the Council of

Meeting Title	Board of Directors		
Date	11 May 2023	Agenda item	Bo.5.23.6

Governors – a two year appointment. I am pleased to inform the Board that the Council re-appointed David Wilmshurst as Vice-Chair of the Council for two years (up to end April 2025).



David Wilmshurst, Vice Chair Council of Governors

2. Joint Session: Governors and Non-Executive Directors held 27 April 2023

At the last joint session the areas considered covered those identified below and were followed up with further discussion held at the Council meeting. The areas covered were:

- Staffing with particular regard to harassment and bullying data, the ethnicity balance with regard to apprenticeships, flexible working and, the timeliness of our recruitment processes.
- The significant step changes that are taking place in relation to the Trust's charity management and strategy.
- Waste saving projects and initiatives underway at the Trust along with the timelines
- Plans in place at the Trust with regard to the use of agency staff
- The suggestion regarding the creation of a staff forum for ideas

Details on the discussions will be included within the minutes from the April meeting which will be approved by the Council in July.

Our next joint session between the NEDs and the Governors is scheduled for Thursday 20 July from 2.15pm to 3.15pm (prior to the Council of Governors meeting). The outcomes from this session will be reported on and discussed later that afternoon at the Council meeting.

3. Confirmation of appointment of Staff Governor Medical and Dental

I am very pleased to advise that, in line with our Constitution, Dr Farzana Khan, Consultant in Emergency Medicine, has taken on the role of Staff Governor Medical and Dental to fill the vacancy left by the Dr John Bolton which I advised you of in my previous report.

Dr Khan has completed her induction and joined us at our Council meeting on 27 April. Her profile information and photograph will shortly be uploaded to our website and to the staff intranet site.

Meeting Title	Board of Directors		
Date	11 May 2023	Agenda item	Bo.5.23.6

4. Governor Stand: Engagement with staff, public and patients



Our first Governor event, aimed at increasing and improving engagement with members of the public and staff; and to seek to increase the number of active members took place on the main concourse, Bradford Royal Infirmary on Wednesday 12 April 2023. My thanks to our Public Governors, Farideh Javid and Aleksandra Atanaskovic, who hosted the stand on the day. This was an excellent event. Feedback from this activity is currently being collated. Future events have been scheduled monthly and the next one takes place on 10 May from 12 until 2pm. I have encouraged all our Governors to register to host at least one of these events each in year.

5. Joint Chair and Governor Session: Neighbouring Foundation Trusts

I am pleased to report that in March I met with the Chairs and Corporate Governance Leads of our neighbouring Foundation Trusts (Bradford District Care NHS Foundation Trust and, Airedale NHS Foundation Trust) to discuss the appetite for a joint session. There was excellent support for this and we are currently confirming the agenda for the two hour session which will focus on partnership working.

6. Bespoke in-house development session for our NEDs and Governors



As previously advised this session has been rescheduled and will take place on **Thursday 6 July from 1.30 to 4pm**. We are seeking to deliver this session face to face and the agenda will include:

- Governance and the role of the NED/Governor (the role of the NED, the role of the Governor and, assurance vs reassurance)

Meeting Title	Board of Directors		
Date	11 May 2023	Agenda item	Bo.5.23.6

- Relationship building and group discussion (what works well at BTHFT and, what could be better)
- Our next steps

This is a good opportunity to remind ourselves of our respective roles and also, importantly, to have the opportunity to review what we have in place. This is an important session and I would strongly encourage as many NEDs as possible to attend alongside our Governors.

7. Communications with members

Members have continued to be in receipt of 'Mel's monthly round-ups' featuring news from across the trust. The latest edition circulated is available [here](#).



8. Key Trust Communications

Key communications continue to be shared with Governors so that Council members remain in touch with developments at our Trust. Governors also continue to have access to Let's Talk (staff newsletter) and global emails containing a range of updates to staff.

Recommendation

The Board of Directors is asked to note this report.