

Meeting Title	Council of Governors		
Date	6 February 2024	Agenda item	CGo.2.24.7

Interim Chair's report

Presented by	Helen Hirst, Interim Chair		
Author	Jacqui Maurice, Head of Corporate Governance		
Lead Director	Helen Hirst, Interim Chair		
Purpose of the paper	This report provides an update to the Council of Governors on key items since the previous report provided in November 2023		
Key control	N/A		
Action required	For discussion		
Previously discussed at/ informed by	N/A		
Previously approved at:	Committee/Group	Date	

Situation

1. Board of Directors meeting held 18 January 2024

The agenda and papers for our last Board meeting are available on the website [here](#). The meeting recording is available [here](#) and the annotated agenda to accompany the recording is available [here](#) (this contains the timings of each item). If Governors have any questions arising from the business of the Board, then please do get in touch.

2. New Non-Executive Director (NED) appointments

I am very pleased to advise that the Fit and Proper Persons Requirements regarding our two new NED appointments have now been completed. Mr Zafir Ali and Mr Bryan Machin (Chair of the Audit Committee) joined our Board of Directors on 1 February 2024. As a reminder they were each appointed by the Council of Governors for terms of three years up to 31 January 2027. Their profile information and photographs are in the process of being uploaded to our website here and a press release and other attendance publicity will be circulated shortly.

3. Chair Appointment process

The Council approved the recommendation from the Governors Nominations and Remuneration Committee (NRC) to undertake a search for the appointment of a new Chair which has been undertaken in line with the 'appointment process' approved by the Council in July 2023.

Since the Council meeting in November the Governors NRC confirmed the Chair job role and person specification and has worked with GatenbySanderson, Executive Search Agency, with the support of the Foundation Trust, to identify suitable candidates for the role. The deadline for receipt of applications was 5 January and the longlisting took place with the Governors NRC on 9 January. Shortlisting took place on 19 January at which time the NRC confirmed the membership of two stakeholder panels and the membership of the interview panel. Interviews will be held on Friday 2 February. The recommendation for approval from the NRC will be presented to the Council of Governors will be considered and confirmed at the closed meeting of the Council on 6 February 2024.

4. Our thanks to Barrie Senior and Jon Prashar, Non-Executive Directors (NEDs)

Our outgoing Non-Executive Directors, Jon Prashar and Barrie Senior, stood down as Board members on 31 January 2024 having each served two terms of three years. Jon's key contributions cover his role as

Meeting Title	Council of Governors		
Date	6 February 2024	Agenda item	CGo.2.24.7

Maternity Board Safety Champion and Wellbeing Guardian, and his support with the Trust's work on equality, diversity and inclusion. Barrie has directed and overseen significant changes to our Audit Committee over the past six years which serves the Board well in providing an independent and objective view of internal controls to the Board of Directors and the Accountable Officer.

At our Board of Directors meeting on 18 January (on behalf of our Council of Governors and the Board), I extended our sincere thanks and appreciation for Jon and Barrie's contributions to our organisation and wished them both well for the future.

5. Governor Development Sessions

Two Governor Development Sessions have taken place - on 23 January and 30 January, supported by ANHH Consulting. My thanks to those Governors who attended. The Associate Director of Corporate Governance/Board Secretary will explain under a separate agenda item the process for taking the actions resulting from the sessions forward.

6. Board Development Sessions

The Board is being supported in its development by ANHH consulting who are undertaking a review of our 'governance mechanics' to improve our systems and processes and clarify roles and responsibilities (in addition to the governor development work referred to above). We have also commissioned Jagtar Singh OBE of JS Associates to support us with looking at how we work together as a Board and any improvements we could make.

7. NHS England – Quality Improvement Group

The Rapid Quality Review process with NHS England has transitioned to a Quality Improvement Group (QIG). The first QIG meeting was held on 20 December 2023 and a letter providing an update on the discussions was received from Margaret Kitching, Regional Chief Nurse at NHS England. The letter is attached for reference at Appendix 1. Mel Pickup, CEO, will provide a verbal update on the latest position following a further meeting held at the end of January.

8. Annual Members Meeting / Annual General Meeting

Our Annual Members Meeting/Annual General Meeting took place on Wednesday 15 November 2023. Detailed information, including the programme, is available online [here](#).

We also delivered a showcase event taking place prior to the AGM/AMM and our special guest speaker provided the keynote presentation following the AGM/AMM which focussed on progress made regarding the Trust's Virtual Royal Infirmary programme. A virtual ward is a 'ward without walls', where a patient's treatment and care can begin and end in their own home with the support of a multi-discipline clinical team every step of the way. A special page has been created on the Trust's website [here](#) where you can see the recording of the event, and access all related documents including the [Governor's 'Your Guide to our Year' 2022/23](#).

I would like to thank those Governors who attended.

9. Elections to the Council of Governors

Our next elections process will launch on Friday, 9 February 2024. Further information will be shared shortly across the Trust and with our members and the public. Governors and Board members will be

Meeting Title	Council of Governors		
Date	6 February 2024	Agenda item	CGo.2.24.7

asked to support our elections campaign and share information amongst their networks. We will be seeking nominations for the following public seats:

- Bradford South
- Bradford West
- Bradford East
- Keighley
- 'Rest of England and Wales' (for those members who live outside of the Bradford District area)
- Patient - (for those who have been treated at our Trust but who live outside of the Bradford District areas)

If Governors know of anyone who may be interested then please do encourage them to get in touch through our membership office via membership@bthft.nhs.uk or they can visit our membership pages [here](#) for comprehensive information regarding our elections.

10. Freedom to Speak Up (FTSU) session

The FTSU session has been confirmed for 19 March 2024, 5pm to 6pm, via MS Teams. The session will be delivered by our Chief Nurse, Karen Dawber along with the Freedom to Speak up Guardian, Susan Franklin and, the Deputy FTSU guardian, LeeAnne Elliott. I am pleased to note that to date we have nine governors who have confirmed their attendance.

11. Communications with members

Our foundation trust members have continued to be in receipt of 'Mel's monthly roundups' featuring news from across the trust. Now also included are other elements of news relevant for sharing with our members. The latest edition is available [here](#).

12. Key Trust Communications with Governors

Key communications continue to be shared with Governors so that they remain in touch with developments at our Trust. This includes a new Performance Briefing which is being provided to Governors every two to three weeks. Governors also continue to have access to Let's Talk (staff newsletter) and global emails containing a range of updates to staff.

Recommendation

The Council is asked to note and discuss this report.