

COUNCIL OF GOVERNORS' MEETING

11 MAY 2017

Paper Title:	Minutes of the Private Council of Governors' Meeting held on 9 February 2017
Section:	Private – Standing Items
Lead Director:	Michael Smith, Chair
Paper Author:	Stella Jackson, Deputy Trust Secretary
Agenda Item:	3

EXECUTIVE SUMMARY:

Attached are the minutes of the Private Council of Governors' meeting held on 9 February 2017.

RECOMMENDATION:

- The Council is asked to **approve** the minutes.

BRADFORD DISTRICT CARE TRUST

Minutes of a Private Meeting of the Council of Governors held at Bradford District Care Trust, New Mill, Saltaire, Shipley, BD18 3LD at 6.15 pm on Thursday, 9 February 2017

Present:	Michael Smith	Chair
	Colin Perry	Public Governor, Bradford West
	David Spencer	Public Governor, Bradford West
	Mahfooz Khan	Public Governor, Bradford West
	Kevin Russell	Public Governor, Bradford East
	George Deane	Public Governor, Bradford South
	Hazel Chatwin	Public Governor, Craven
	Nicholas Smith	Public Governor, Keighley
	Nicky Green	Public Governor, Keighley
	Ann West	Public Governor, Shipley
	Sarah Jones	Public Governor, Shipley
	Debbie Cromack	Clinical Staff Governor
	Jenny Moran-Whitehead	Non-Clinical Staff Governor
	Steve Oversby	Appointed Governor, Barnardo's
	Shirley Congdon	Appointed Governor, University of Bradford
	Jenny Moran-Whitehead	Non-Clinical Staff Governor
	Debbie Cromack	Clinical Staff Governor
	Liz Howes	Clinical Staff Governor
In attendance:	Paul Hogg	Trust Secretary
	Stella Jackson	Deputy Trust Secretary

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting including Mrs Green, the recently elected Public Governor for Keighley.

Apologies had been received from Cllr Gibbons, Mr Waterhouse, Ms Eggett, Mrs McIntosh and Cllr Mohammed. Mrs Martin-Richards, Miss Lomas, Ms Sarwar and Dr Nawaz were also absent from the meeting and apologies had not been forwarded.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 10 NOVEMBER 2016

The minutes of the Private meeting held on 10 November 2016 were agreed to be an accurate record.

4. MATTERS ARISING FROM THE MEETING HELD ON 10 NOVEMBER 2016

There were no matters arising.

5. RECOMMENDATIONS FROM THE COUNCIL OF GOVERNORS NOMINATIONS COMMITTEE ON NON-EXECUTIVE DIRECTOR APPOINTMENTS

The Chair introduced a paper which:

- Contained recommendations relating to the reappointment of Mr Vincent for a further term in office of three years and Ms Mirza for an extension to her existing term of office of six months; and
- Outlined the recruitment strategy in relation to the appointment of a Non-Executive Director (NED) to replace Ms Mirza at the end of her extended term of office.

Mr Perry, a member of the Council of Governors Nominations Committee, informed Governors the Committee agreed to recommend that Mr Vincent be reappointed for a further three year term based on his effective performance and significant contribution at Board meetings and Finance, Business and Investment Committee meetings (the latter of which he chaired). The Committee also agreed that Ms Mirza continued to make an effective contribution to the Board and that the recruitment strategy for a replacement NED was robust.

The Chair then informed Governors that the Trust Board Nominations Committee, the Council of Governors Nominations Committee and the University of Bradford Appointed Governor had discussed and/or commented on the draft role specification. A microsite would be used to identify expressions of interest in relation to the role. The Chair reported he would send a link to the microsite to Governors and invited them to promote the role to potential candidates. **Action: Chair/Deputy Trust Secretary to incorporate the link into a future Friday Folder message to Governors.**

The Council of Governors:

- Approved the reappointment of Mr Rob Vincent for a period of three years, commencing 1 March 2017, within the existing remuneration and time commitment;
- Approved the reappointment of Ms Nadira Mirza for a final six-month term to 30 September 2017, within the existing recruitment and time commitment; and
- Noted the recruitment strategy and timetable as detailed in the paper.

There were no other items of private business and the meeting concluded at 6.25 pm.

**COUNCIL OF GOVERNORS MEETING
9 FEBRUARY 2017**

ACTIONS

Ref No	Actions Requested	Timescale	Progress
9/2/17-1	<u>Non-Executive Director Appointments</u> Chair/Deputy Trust Secretary to forward to Governors via Friday Folder a link to the NED recruitment microsite.	Two weeks	Forwarded via Friday Folder – 17/3/17