

## Council of Governors

**12 December 2019**

<b>Paper title:</b>	Governance Matters	<b>Agenda item</b>  <b>13</b>
<b>Presented by:</b>	Fran Limbert – Corporate Governance Manager	
<b>Prepared by:</b>	Fran Limbert – Corporate Governance Manager	

Purpose of the report		
This paper contains a number of governance related items which are provided for information, discussion and approval by the Council of Governors.	For approval	<b>X</b>
	For discussion	
	For information	

Executive summary		
<p>This report provides Governors with an update on governance activities that have taken place since the last formal Council of Governors meeting. The update is provided for information and includes further information on:</p> <ul style="list-style-type: none"> <li>• Summer 2019 election results</li> <li>• Membership Development Committee activity</li> <li>• Board Quality and Safety Walkabouts</li> <li>• Membership on Council of Governor sub-committees</li> <li>• Development of the Integrated Performance Report for the Council of Governors</li> <li>• Council of Governor Workplan and Development</li> <li>• Council of Governor dates for 2020 (including appendix 1)</li> <li>• Jargon buster (including appendix 2).</li> </ul>		
Do the recommendations in this paper have any impact upon the requirements of the protected groups identified by the Equality Act?	<b>State below 'Yes' or 'No'</b>  <b>No</b>	If yes please set out what action has been taken to address this in your paper

Recommendation
The Council of Governors is asked to note the update provided.

<b>Strategic vision</b>				
Please mark those that apply with an X				
<b>Providing excellent quality services and seamless access</b>	<b>Creating the best place to work</b>	<b>Supporting people to live to their fullest potential</b>	<b>Financial sustainability growth and innovation</b>	<b>Governance and well-led</b>
				X

<b>Care Quality Commission domains</b>				
Please mark those that apply with an X				
<b>Safe</b>	<b>Effective</b>	<b>Responsive</b>	<b>Caring</b>	<b>Well Led</b>
				X

<b>Relationship to the Board Assurance Framework (BAF)</b>	The work contained with this report links to the following strategic risk(s) as identified in the BAF: <ul style="list-style-type: none"> <li>N/A.</li> </ul>
<b>Links to the Corporate Risk Register (CRR)</b>	The work contained with this report links to the following corporate risk(s) as identified in the CRR: <ul style="list-style-type: none"> <li>N/A.</li> </ul>
<b>Compliance and regulatory implications</b>	The following compliance and regulatory implications have been identified as a result of the work outlined in this report: <ul style="list-style-type: none"> <li>N/A.</li> </ul>

## **Meeting of the Council of Governors**

**12 December 2019**

### **Governance Matters**

#### Summer 2019 governor elections

11 July 2019 saw the nomination phase open for the summer 2019 Governor election campaign. There were five seats available, two for Bradford South; two staff clinical; and one for staff non-clinical. All five seats were successfully recruited to and I would like to extend a very warm welcome to the following governors:

Stan Clay (Public, Bradford South)

Joyce Thackwray (Public, Bradford South)

Belinda Marks (Staff, Clinical)

Linzi Maybin (Staff, Clinical)

Abdul Khalifa (Staff, Non-clinical).

All of these governors have completed the induction programme.

#### Membership Development Committee

The Committee last met on 2 October 2019. Topics discussed included development of the refresh of the membership engagement strategy, which will be entitled: Governors, Representing You; and defining priorities that will support the delivery of the new strategy. Further information on the development of Governors, Representing You, will be presented on the 12 December 2019. It will be an interactive session which provides the opportunities for Governors to feedback and help develop this exciting work even further.

#### Board Quality and Safety Walkabouts

Thursday 31 October 2019 saw the latest Board engagement visits take place at the Trust. Board walkabouts are now using a themed approach and the recent visits took place across the children and young people's services. Board walkabouts are a mechanism of Board members engaging directly with services. As you know the foundation trust model is built on the chain of accountability, with the Non-executive Directors being accountable to the Council of Governors. To support Governors to carry out your statutory duty of holding the Non-executive Directors to account, Governors are invited to attend the Walkabouts to observe the Non-executive Directors carrying out their role. The visits are led by the Executive Director and Non-executive Directors. At the last Walkabout visits, five governors attended.

### Governor Membership

Below outlines the current membership of Governors for the Council's sub-committees.

#### **Remuneration Committee**

Nicky Green (Chair) (Public, Keighley)  
Craig Berry (Staff, Non-clinical)  
Sid Brown (Public, Shipley)  
Stan Clay (Public, Bradford South)  
Steve Oversby (Appointed, Barnardos).

#### **Nomination Committee**

Nicky Green (Chair) (Public, Keighley)  
Linzi Maybin (Staff, Clinical)  
Tina Butler (Appointed, Bradford Assembly).

#### **Membership and Development Committee**

Nicky Green (Chair) (Public, Keighley)  
Tina Butler (Appointed, Bradford Assembly)  
Surji Cair (Public, Shipley)  
Zahra Niazi (Public, East)  
Colin Perry (Public, Bradford West)  
David Pearson (Public, Craven)  
Rupy Hayre (Public, Bradford East)  
Sid Brown (Public, Shipley).

### Development of the Integrated Performance Report for the Council of Governors

Building on previous conversations and feedback received from Governors on the Integrated Performance Report that is presented to the formal Council of Governors meetings, it has been agreed that the report will be developed. Susan Ince, Deputy Director for Performance and Planning will be leading on the development and will be working with Governors through a Task and Finish Group.

Susan has undertaken a benchmarking exercise looking at the performance data that is presented to other NHS foundation trusts Council of Governors, which has included reviewing the report and speaking to the lead within the other trusts. I would like to thank those Governors who have expressed an interest in supporting this development work as well as inviting other Governors to be involved in this workstream. Please get in touch with Fran Limbert to express your interest, it would be great to have representation from all governor constituencies.

### Council of Governor Work Plan and Development

Governors are asked to note that Fran Limbert, Corporate Governance Manager, will be creating the Council of Governors Work Plan, and subsequent supporting Bite Size governor development early 2020. Both of which will be shared with all Governors. The Work Plan will be developed to become a rolling document that allows the Council of Governors to deliver the duties set out in its Terms of Reference, all statutory duties, with freedom each year to focus on key topics and areas of interest each year that the Governors would like to be involved in.

Part of this forward planning for 2020 will include setting the topics to support Governor development through the Bite Size sessions. If Governors have suggestions for topics for these sessions, please get in touch with Fran Limbert.

### Council of Governor dates for 2020.

Governors are asked to note that meeting dates for 2020 which can be found at appendix 1.

### Jargon buster

Acronyms can be found in many different parts of our lives. Attached at appendix 2 is a list of popular acronyms used within our Trust and the wider NHS.

**Fran Limbert**  
**Corporate Governance Manager**  
**December 2019**