

## Foundation Trust Board of Directors – 31 January 2019

### Chair's Report to the Board of Directors

# D1

#### Purpose of the report

This is a regular paper providing oversight of Chair and Non-Executive Director (NED) activities relating to the Well-Led framework.

The paper includes details of key activities undertaken since the last Board meeting including NED development and resourcing; governance developments including work with Governors; service visits and NED visibility; and external meetings with partners and other stakeholders. Activities relating to formal Committees of the Board, Council of Governors (COG) and Governor Groups will be reported through existing mechanisms.

#### Analysis of the issue

##### **NED Resourcing and Development**

Nicky McLeod started as a NED with the Trust on 1<sup>st</sup> January 2019 and is undertaking an Induction programme, which has included attendance at corporate induction and an NHS Providers NED Induction with Maria Wogan. Meetings with Executive Director colleagues are being scheduled. Initial objectives for both new NEDs have been agreed in principle, including allocation to Committees and a Governor Group.

An exit interview was undertaken with Bev Messenger, who left the Trust at the end of her final term with effect from 31<sup>st</sup> December 2018. Bev's feedback will be shared with Board colleagues following review by the Governor Nominations & Remuneration Committee in line with the agreed procedure.

A process to undertake an evaluation of our NEX Director placement is currently underway with NHS Improvement.

Appraisal review meetings have taken place with the four established NEDs.

##### **Governor Elections**

Following the closure of Nominations for elections in October, 3 seats were contested for which voting closed on 13<sup>th</sup> December. All 3 of the successful candidates have attended an initial Induction meeting. A further election is due to start imminently in respect of vacant seats and those that are now due for re-election, totalling 7 seats in a mix of constituencies.

##### **Board and Committee Effectiveness**

Following a demonstration of the system in December, the Trust has agreed to adopt a system called Evalu8 Online, a web-based application which will enable the design, implementation and management of a range of reviews and questionnaires to evaluate the effectiveness of the Trust Board and its Committees. Evalu8 can also be used to support 360° Feedback/ Appraisal processes. Several pre-loaded evaluation tools based on recognised guidance and good practice are available e.g. Board, Audit Committee, NED 360°, but can be easily

tailored to the Trust. The system is currently in use in a number of NHS Trusts including Lincolnshire Partnership NHS Foundation Trust. If supported by the Council of Governors, its use can also be extended to Governor functions and forums. It is anticipated that the tools will start being used from April 2019 onwards.

### Relevant meetings, events and visits since last Trust Board meeting

Key activities undertaken for the period included attending the Hospital Managers Annual General Meeting (AGM) to hear their feedback on how the Trust supports them to discharge their duties. They were positive and constructive as well as keen to recognise the achievements of the Trust over the past year. At their suggestion, this was followed-up by observation of a Hospital Managers Hearing, undertaken with the patient's consent. The Chair and Lead Governor also observed a Council of Governors meeting at Birmingham Community NHS Foundation Trust to review their approach and identify learning. Further benchmarking visits are planned. See Appendix A for the full list.

## Proposal

The Board of Directors is invited to consider the content of this report and highlight any areas for discussion or clarification.

## Decision required

The Board of Directors is asked to:

- Welcome Nicola McLeod to her first Board of Directors meeting.
- Support the introduction of the Evalu8 tool to facilitate Board, Committee and NED effectiveness reviews.

## Governance Table

<b>For Board and Board Committees:</b>									
<b>Paper sponsored by:</b>	Crishni Waring, Chair								
<b>Paper authored by:</b>	Crishni Waring, Chair and Paul Martin, Director of Corporate Governance								
<b>Date submitted:</b>	24 <sup>th</sup> January 2019								
<b>State which Board Committee or other forum within the Trust's governance structure, if any, have previously considered the report/this issue and the date of the relevant meeting(s):</b>	None								
<b>If considered elsewhere, state the level of assurance gained by the Board Committee or other forum i.e. assured/ partially assured / not assured:</b>	N/A								
<b>State whether this is a 'one off' report or, if not, when an update report will be provided for the purposes of corporate Agenda planning</b>	Regular report to Board								
<b>DIGB Q strategic alignment*:</b>	<table border="1"> <tr> <td>Develop</td> <td>✓</td> </tr> <tr> <td>Innovate</td> <td></td> </tr> <tr> <td>Grow</td> <td>✓</td> </tr> <tr> <td>Build Quality</td> <td></td> </tr> </table>	Develop	✓	Innovate		Grow	✓	Build Quality	
Develop	✓								
Innovate									
Grow	✓								
Build Quality									
<b>Organisational Risk Register considerations:</b>	<table border="1"> <tr> <td>List risk number and title of risk</td> <td>N/A</td> </tr> </table>	List risk number and title of risk	N/A						
List risk number and title of risk	N/A								
<b>False and misleading information (FOMI) considerations:</b>	No false or misleading information applies								
<b>Equality considerations:</b>	N/A								

## Appendix A

<b>Date</b>	<b>External/ Partner Meetings and Events</b>	<b>Non-Executive Attendee(s)</b>
4 <sup>th</sup> Dec	Chair/ Council of Governors, Birmingham Community NHS Foundation Trust	Chair (with lead governor)
5 <sup>th</sup> Dec	Meeting with Anderson Quigley	Chair
6 <sup>th</sup> Dec	Aspiring General Manager Programme: Top Leader Panel, East Midlands Leadership Academy	Chair
6 <sup>th</sup> Dec	NHCP Collaborative Stakeholder Forum	Scott Adams (with executive director)
10 <sup>th</sup> Dec	Chair, East London NHS Foundation Trust	Chair
13 <sup>th</sup> Dec	NHSE/I Joint Working Programme Recruitment review	Chair
20 <sup>th</sup> Dec	County Chairs	Chair
20 <sup>th</sup> Dec	Northamptonshire Health & Care Partnership (NHCP) Board	Chair (with executive directors)
3 <sup>rd</sup> Jan	NHCP Collaborative Stakeholder Forum	Scott Adams
9 <sup>th</sup> Jan	Well-Led Peer Review discussion with NHSI	Chair
10 <sup>th</sup> /11 <sup>th</sup> Jan	NHS Providers NED Induction	Nicky McLeod, Maria Wogan
16 <sup>th</sup> Jan	Healthy Workplaces Health and Wellbeing Board (HWBB) Subgroup	Chair
17 <sup>th</sup> Jan	HWBB	Chair
18 <sup>th</sup> Jan	NHCP Governance discussion	Alastair Watson (with executive director)
22 <sup>nd</sup> Jan	County Chairs/ Chair & NEDs Meeting	Chair, Maria Wogan, Moira Ingham, Melanie Hall, NExT Director (with chief executive)
23 <sup>rd</sup> Jan	Local Government Reform Workshop	Chair (with chief executive)
24 <sup>th</sup> Jan	NHCP Board	Chair (with executive directors)
30 <sup>th</sup> Jan	Local Government Reform Workshop*	Chair (with chief executive)

<b>Date</b>	<b>Internal Meetings, Events and Service Visits</b>	<b>Non-Executive Attendee(s)</b>
4 <sup>th</sup> Dec	Hospital Managers AGM	Chair
5 <sup>th</sup> Dec	One-to-One	Chair, Nicky McLeod
5 <sup>th</sup> Dec	Exit Interview	Chair, Bev Messinger
6 <sup>th</sup> Dec	Meeting with Deputy Director, Human Resources	Moira Ingham
11 <sup>th</sup> Dec	Mental Health Act Scrutiny Committee	Chair
12 <sup>th</sup> Dec	Outstanding for All meeting	Moira Ingham
13 <sup>th</sup> Dec	Appraisal Review	Chair, Moira Ingham
14 <sup>th</sup> Dec	Evalu8 Demonstration	Chair (with executive director)
14 <sup>th</sup> Dec	Charity Committee	Moira Ingham
18 <sup>th</sup> Dec	Consultant Interviews	Chair (with chief executive)
2 <sup>nd</sup> /3 <sup>rd</sup> Jan	Corporate Induction	Nicky McLeod
3 <sup>rd</sup> Jan	New Governor Induction	Chair
3 <sup>rd</sup> Jan	One-to-One	Chair, NExT Director
3 <sup>rd</sup> Jan	Appraisal Review	Chair, Alastair Watson
4 <sup>th</sup> Jan	Learning from Deaths meeting	Moira Ingham
8 <sup>th</sup> Jan	The Burrows Ward Visit	Chair
8 <sup>th</sup> Jan	Development One-to-One	Chair (with deputy director)
8 <sup>th</sup> Jan	Equality & Inclusion Assurance Board	Moira Ingham
10 <sup>th</sup> Jan	Hospital Managers Hearing	Chair
14 <sup>th</sup> Jan	Meeting with Learning Disability Service Managers	Maria Wogan
15 <sup>th</sup> Jan	New Governor Induction	Chair

15 <sup>th</sup> Jan	Complaints Review Committee	Chair (with chief executive)
17 <sup>th</sup> Jan	One-to-One	Chair, Nicky McLeod
22 <sup>nd</sup> Jan	One-to-One	Chair (with governor)
22 <sup>nd</sup> Jan	One-to-One	Chair, Maria Wogan
22 <sup>nd</sup> Jan	County Chairs/ Chair & NEDs Meeting	Chair, Maria Wogan, Moira Ingham, Melanie Hall, NExT Director
23 <sup>rd</sup> Jan	Sustainability Committee	Chair
23 <sup>rd</sup> Jan	New Governor Induction	Chair
24 <sup>th</sup> Jan	One-to-One	Chair, Melanie Hall
24 <sup>th</sup> Jan	One-to-One	Chair (with chief executive)
24 <sup>th</sup> Jan	Clinical Excellence Awards Judging Panel	Melanie Hall
29 <sup>th</sup> Jan	STP discussion*	Maria Wogan (with chief executive)

\*planned at time of writing