

## Foundation Trust Board of Directors – 29 March 2018

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



#### Situation

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

#### Background

The paper will provide 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 Sub-Groups will be reported through existing mechanisms.

#### Assessment

##### *NED Resourcing and Development*

Due to an unexpected change in personal circumstances, Paul Clark has unfortunately taken the decision to resign and will be leaving the Trust on 31<sup>st</sup> March 2018. An exit interview has been completed and relevant learning for the Board will be reported to the next meeting. A Governor Nomination and Remuneration Committee has been convened to consider the recruitment implications.

Melanie Hall has completed her programme of induction activities. Following Paul Clark's resignation, she has agreed to take on the role of Vice Chair for Quality and Governance Committee.

Alastair Watson has been reappointed as a NED with effect from 1<sup>st</sup> April 2018 for a second 3-year term. Alastair will continue in his role as Chair of Audit Committee and Vice Chair of Performance Committee.

One-to-one Appraisal Reviews have been undertaken with all NEDs to review progress against objectives.

##### *Board Development*

Two workshops have been undertaken since the last Board meeting, the first of which focused on developing the Board's effectiveness and performance as a Unitary Board. The second workshop, facilitated by PwC in their capacity as our internal auditor, enabled the Board to refresh both its approach to risk and the current risks faced by the Trust. An updated risk management strategy will be brought to a future Board meeting in due course.

### Board Governance

Continued work has been undertaken to further improve Board processes including content and format of papers, agenda planning and assurance reporting. Specifically, a new template has been developed for Board papers with input from Scott Adams and other NED colleagues, refreshed workplans are in the process of being introduced for the Board and all Committees and a revised assurance report based on a format used by another Trust is also being introduced. Board Governance training workshops continue to be delivered to senior leaders across the Trust. Part of these workshops has focussed on the development of the requisite report writing skills.

### Governor Elections

The Trust received 20 nominations for 15 seats at the closing date of 2<sup>nd</sup> March. Three seats will be contested and the process for this will close on 20<sup>th</sup> April. The remaining vacancies will be reviewed and discussed at the next Membership and Governance Governor Group. Inductions will be arranged for new Governors in post from 24<sup>th</sup> April.

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

<i>Date</i>	<i>External/ Partner Meetings and Events</i>	<i>Non-Executive Attendee(s)</i>
5 <sup>th</sup> Feb	STP Sub-Group for Collaboration Principles & Values	Chair
7 <sup>th</sup> Feb	Councillor Bill Parker, NCC	Chair (with chief executive)
13 <sup>th</sup> Feb	Jenna Parton, Public Health, NCC	Chair
14 <sup>th</sup> Feb	STP Chair Interviews with Councillor Sylvia Hughes	Chair (with chief executive)
14 <sup>th</sup> Feb	STP Collaborative Stakeholder Forum	Scott Adams
15 <sup>th</sup> Feb	Visit from Secretary of State for Health and Social Care	Chair (with various colleagues)
22 <sup>nd</sup> Feb	Senior Women Influencers Group (NHS Leadership Academy)	Chair
23 <sup>rd</sup> Feb	STP Sub-Group for Collaboration Principles & Values	Chair
7 <sup>th</sup> Mar	Northamptonshire Healthcare Charity Trustees	Moira Ingham
12 <sup>th</sup> Mar	Healthy Workplaces Workstream Strategy Group	Chair
14 <sup>th</sup> Mar	First for Wellbeing Extra-ordinary Owners Board	Chair (with executive directors)
15 <sup>th</sup> Mar	Health and Wellbeing Board	Chair
15 <sup>th</sup> Mar	STP Partnership Board	Chair (with chief executive)
15 <sup>th</sup> -16 <sup>th</sup> Mar	NHS Providers NED Induction	Melanie Hall
20 <sup>th</sup> -21 <sup>st</sup> Mar	CQC Well-Led Inspection as Executive Reviewer	Chair

<i>Date</i>	<i>Internal Meetings, Events and Service Visits</i>	<i>Non-Executive Attendee(s)</i>
1 <sup>st</sup> Feb	Complaints Review Committee	Chair, Melanie Hall (with executive directors)
13 <sup>th</sup> Feb	Mental Health Act Scrutiny Committee	Chair (with executive director)
13 <sup>th</sup> Feb	Become a Governor Session	Chair (with executive director)
13 <sup>th</sup> Feb	Learning from Deaths Steering Group	Moira Ingham (with executive director)
20 <sup>th</sup> Feb	Clinical Lead for Mental Health, Specialist Children's	Chair, Lin Hinnigan and Governor
20 <sup>th</sup> Feb	Dr Nayar Agastya/ Dr Sachin Sankar (Deputy Medical Directors)	Melanie Hall
20 <sup>th</sup> Feb	Procurement/Finance	Melanie Hall
20 <sup>th</sup> Feb	Beyond Good Meeting	Moira Ingham (with executive director)
22 <sup>nd</sup> Feb	Become a Governor Session	Chair (with executive director)
6 <sup>th</sup> Mar	John Greenwood Shipman Centre Short Breaks	Alastair Watson
9 <sup>th</sup> Mar	Involvement Week, Danetre Hospital	Chair (with various colleagues)

10 <sup>th</sup> Mar	Open Day for Student Nurses, Berrywood	Chair (with various colleagues)
12 <sup>th</sup> Mar	Cathy Headland, Head of Procurement	Melanie Hall
15 <sup>th</sup> Mar	Serious Incident Review Committee	Moira Ingham (with executive directors)
19 <sup>th</sup> Mar*	The Burrows (CAMHS)/ rTMS	Alastair Watson
20 <sup>th</sup> Mar*	Multi-Agency Safeguarding Hub/ Criminal Justice Centre, Northampton	Melanie Hall
20 <sup>th</sup> Mar*	rTMS	Melanie Hall
20 <sup>th</sup> Mar*	Transformation Committee	Melanie Hall, Moira Ingham, Alastair Watson (with executive directors)
22 <sup>nd</sup> Mar*	Leadership Matters Conference	Chair, Melanie Hall (with various colleagues)
26 <sup>th</sup> Mar*	Lead Governor	Chair

\*planned at time of writing

## Recommendation

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

## Governance Table

<b>For Board and Board Committees:</b>		
<b>Paper sponsored by:</b>	N/A	
<b>Paper authored by:</b>	Crishni Waring, Chair	
<b>Date submitted:</b>	20 <sup>th</sup> March 2018	
<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>	Develop	✓
	Innovate	
	Grow	✓
	Build Quality	
<b>Organisational Risk Register considerations:</b>	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	