

Northumberland, Tyne and Wear NHS Foundation Trust

Council of Governors' Meeting

**Meeting Date:** 17<sup>th</sup> May 2018

**Title and Author of Paper:** Provider License Self-Certification FT4(8)  
Annual Board Statement - Training of Governors  
Caroline Wild

**Paper for Debate, Decision or Information:** Decision

**Why is this paper coming to the Council of Governors?**

The Board of Directors is required to sign a Board Statement, having regard to the views of the Governors, confirming that during the financial year recently ended (2017/18) the Trust has provided the necessary training to its Governors to ensure they are equipped with the skills and knowledge they need to undertake their role. The statement has to be submitted by the end of June.

The paper attached summarises the evidence to support the completion of the Statement by the Board of Directors.

The Council of Governors is asked to confirm that they are happy to recommend to the Board of Directors, completion of the Board Statement confirming that the Trust provided the necessary training to its Governors during 2017/18.

**What will happen as a result of Governors contribution? :**

The Board of Directors will review the evidence provided to support the completion of the Board Statement and take note of the Governors response.

## Training of Governors Statement

**The Board is satisfied that during the financial year most recently ended (2017/18) the Trust has provided the necessary training to its Governors, as required in section 151 (5) of the Health and Social Care Act, to ensure they are equipped with the skills and knowledge they need to undertake their role.**

### **Evidence:**

The Trust's Council of Governors includes both elected and appointed governors. The Trust values their role and is committed to ensuring they are equipped with the skills and knowledge they need to undertake their role through the provision of appropriate training and development.

This includes:

- An induction programme for newly appointed Governors;
- Individual meetings with the Chair, on appointment to identify their areas of particular interest and existing skills, and on-going one to one meetings with the Chair;
- The provision of a Governor Handbook, including (i) general and Trust information and signposting to other resources, e.g. the Trust Constitution, Monitor's Code of Governance, etc, (ii) Council of Governors role and signposting to other information, e.g. Monitor's reference guide on governors' statutory duties, Council of Governors' committees' and groups' terms of reference, and (iii) Board of Directors' information, e.g. Board terms of reference, Trust governance arrangements, etc. The handbook is issued to governors on induction and involves an overview of the contents;
- Council of Governors' engagement sessions on specific / pertinent issues, e.g. Developments in Learning Disability Services, Transforming Care Programme and STOMP (Stop over-medicating people with a learning disability) Positive and Safe Care, new operational structures, staff survey, Council of Governors Working arrangements;
- Presentations and facilitated discussions at the Council of Governor Meetings on specific subjects, for example the Subsidiary Company, staff survey, freedom to Speak up Guardian, Sustainability and Transformation Partnership and Accountable Care Organisation discussions, Quality Goals and Priorities;
- CQC Inspection, the role of Governors in a devolved NTW, staff survey, financial position, deciding together, proposed clinical management Trust structure changes and quality accounts and priorities;
- Involvement in Council of Governors' Committees and Working Groups enabling them to gain specific skills and knowledge, these include the Nominations Committee and Quality Sub-Group;

- All Trust committees have representative Governors attending as observers, linking back to the Governors meeting to improve the flow of information and providing assurance;
- Attendance at key Trust Events, e.g. 'Valuing Excellence' staff awards, Annual Members Meeting to learn more about the Trust;
- Visits to wards and departments, enabling them to get acquainted with the Trust's services and staff, building up their knowledge base (ie PLACE visits);
- Providing management briefings outwith Council of Governors meetings, e.g. media interest;
- Providing external information and guidance, e.g. from the CQC, foundation trust network etc.

The Council of Governors meetings for 2017/18 were as follows:

- 9<sup>th</sup> May 2017
- 12<sup>th</sup> September 2017
- 7<sup>th</sup> November 2017
- 12<sup>th</sup> December 2017
- 6<sup>th</sup> March 2018

The Council of Governor' Engagement Sessions for 2017/18 were as follows:

- 6<sup>th</sup> April 2017
- 15<sup>th</sup> June 2017
- 12 October 2017
- 1<sup>st</sup> February 2018

The steering group has the opportunity to discuss and agree the agendas for both formal meetings and engagement sessions, and all governors are invited to suggest topics for future development opportunities.

Signed on behalf of the Board of Directors, and having regard to the views of the Governors.

Signature

Signature

Name

Name

Capacity

Capacity

Date

Date