

Meeting Title	Council of Governors		
Date	21 January 2021	Agenda item	CGo.1.21.16

Governor Induction Programmes

Presented by	Laura Parsons, Associate Director of Corporate Governance / Board Secretary		
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Governance responsibility	Director of Strategy and Integration		
Purpose of the paper	To advise the Council of Governors of the review to be undertaken of the governor induction programmes and to seek at least three governors to be involved in the review.		
Action required	To note		
Previously discussed at/informed by			
Previously approved at:	Committee/Group	Date	
	N/A		

Situation and Background

Governor induction programmes

The standard governor induction programmes have been in place for a number of years. They broadly consists of two elements namely, individual and collective governor inductions. Whilst all governors receive the individual governor induction on first term appointment, the Trust previously determined that all governors should also undertake a collective governor induction refresh approximately every three years to take account of the changing NHS landscape and any changes to the Trusts direction of travel.

Current practice for individual governor induction

On appointment all new governors receive a welcome letter which includes the following information and hard copy / links to our website with regard to:

- Key Foundation Trust contacts for Governors
- Summary information about our Foundation Trust
- Constitution
- Clinical Strategy
- Annual Report and Accounts
- Working with our Partners
- The Role of a Governor at our Foundation Trust
- Council of Governors Standing Orders
- Governors Terms of Reference
- 'Your Statutory Duties: A Reference Guide for NHS Foundation Trust Governors'
- Introduction to the Governwell national training and development programme
- Key formal meeting dates for the Council of Governors
- Latest Chair Bulletin
- A Who's who of our Board of Directors
- Signposting to agendas and papers from previous open meetings of the Board of Directors
- Dates of future Board meetings

Initial meetings then follow with the Chairman and a senior member of the Corporate Governance team to welcome the new governor.

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Over the next few months into their tenure, visits are scheduled for new governors to:

- Tour BRI, SLH and our Community Hospital sites with a senior member of the Estates team to support their understanding of our footprint and our capital programme
- Visit Bradford Institute of Health Research to understand the role of applied research and the work of the institute
- Visit our Education Centre to view the facilities and understand our role and status as a Teaching Hospital

Face-to-face meetings are also scheduled with Executive Directors to support governors understanding of their portfolios and key priority areas.

Governors are asked to note that Governors appointed in December 2019 have been unable to complete the site visits and face to face meetings with Executive Directors due to the onset of the pandemic.

Current practice for the collective Governor induction refresh

In previous years the programme has been delivered over a number of half day sessions and covered:

- Governors statutory duties and responsibilities
- Governors work programme
- Board of Director roles and responsibilities
- About the NHS (national, regional and local priorities)
- Introduction to BTHFT key stakeholders
- BTHFT key strategic priorities
- BTHFT patient profile, staffing, finance and performance

All governors are expected to attend the sessions.

Review

It is proposed that both the individual and collective governor induction programmes are reviewed to ensure that they are fit for purpose and take advantage of new ways of working including digital and virtual opportunities.

The revised programmes will be presented to the Council of Governors for consideration and adoption on 15 July 2021. Once the collective governor induction refresh is finalised the schedule for delivery will be confirmed.

We are seeking at least three governors to participate within the review of the induction programmes.

Recommendation

Governors interested in joining the review of the Governors induction programmes should contact Sheridan.osbourne@bthft.nhs.uk by Friday 5 February 2021.