

## Council of Governors: Summary Sheet

**Title of Paper:** Covid-19 Pandemic and the governor role

**Presented By:** Trust Chair

**Action Required:**

<b>For Information</b>	<input checked="" type="checkbox"/>	<b>For Ratification</b>	<input type="checkbox"/>	<b>For a decision</b>	<input type="checkbox"/>
<b>For Feedback</b>	<input type="checkbox"/>	<b>Vote required</b>	<input type="checkbox"/>	<b>For Receipt</b>	<input type="checkbox"/>

To which duty does this refer:

Holding non-executive directors individually and collectively to account for the performance of the Board	<input type="checkbox"/>
Appointment, removal and deciding the terms of office of the Chair and non-executive directors	<input type="checkbox"/>
Determining the remuneration of the Chair and non-executive directors	<input type="checkbox"/>
Appointing or removing the Trust's auditor	<input type="checkbox"/>
Approving or not the appointment of the Trust's chief executive	<input type="checkbox"/>
Receiving the annual report and accounts and Auditor's report	<input type="checkbox"/>
Representing the interests of members and the public	<input type="checkbox"/>
Approving or not increases to non-NHS income of more than 5% of total income	<input type="checkbox"/>
Approving or not significant transactions including acquisitions, mergers, separations and dissolutions	<input type="checkbox"/>
Jointly approving changes to the Trust's constitution with the Board	<input type="checkbox"/>
Expressing a view on the Trust's operational (forward) plans	<input type="checkbox"/>
Consideration on the use of income from the provision of goods and services from sources other than the NHS in England	<input type="checkbox"/>
Monitoring the activities of the Trust to ensure that they are being conducted in a manner consistent with its terms of authorisation and the constitution	<input type="checkbox"/>
Monitoring the Trust's performance against its targets and strategic aims	<input type="checkbox"/>

**How does this item support the functioning of the Council of Governors?**

For information to support the understanding of governors

**Author of Report:** Sam Stoddart

**Designation:** Deputy Board Secretary

**Date:** April 2020

## Council of Governors

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**Date:** 14 May 2020

**Subject:** Role of the NHS Foundation Trust Governor

**From:** Jayne Brown OBE, Trust Chair

**Authors:** Sam Stoddart, Deputy Board Secretary

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### 1. Purpose

<i>For approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information/assurance</i>	<i>Other (Please state below)</i>
				x	
<ul style="list-style-type: none"> <li>To provide clarity to governors on their role during the Covid-19 pandemic</li> </ul>					

### 2. Summary

Following the national measures taken by the government at the end of March in response to the Covid-19 pandemic, the Chief Executive of NHS England and Improvement Amanda Pritchard, wrote to all Chief Executives of NHS trusts, foundation trusts and CCG governing bodies regarding reducing the burden in order to free up as much capacity and prioritise workloads to enable focussing on doing what is necessary to manage the response to the COVID-19 pandemic.

This included the instruction to:

- stop all non-essential meetings
- delay where possible other key meetings until later in the year,
- prioritise workloads,
- reduce administrative burdens, and
- streamline reporting.

There was also an instruction that face-to-face meetings should be stopped at the current time including Council of Governor meetings. However, it was acknowledged that governors needed to receive regular communications on responses to COVID-19 by means such as webinars or emails. It was noted that conducting meetings in such a way may be a technical breach of Foundation Trust's constitutions but this would be acceptable given Government guidance on social isolation. There was also an instruction to delay or stop governor elections.

Governor duties have not changed during this time and whilst alternate methods are having to be adopted to carry out core business only, communication between governors and the Trust can carry as they always have with governors being able to

put questions to the board, contact the Deputy Board Secretary whenever required, contact the Chair directly or the Director of Corporate Governance.

**3. Next Steps**

The Trust will continue to monitor Department of Health guidelines and should any instructions change, these will be communicated to governors.

**4. Required Actions**

Governors are asked to note the content of this paper.

**5. Monitoring Arrangements**

Effective functioning of the Council of Governors through this period will be overseen by the Director of Corporate Governance (Board Secretary).

**6. Contact Details**

David Walsh

Director of Corporate Governance (Board Secretary)

Email: [david.walsh@shsc.nhs.uk](mailto:david.walsh@shsc.nhs.uk)