

25 February 2021
Item No 12

Council of Governors: Summary Sheet

Title of Paper: Appointments of Non-Executive Director and Associate Non-Executive Director

Presented By: Mike Potts, Chair

Action Required:

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

Author of Report: Amber Wild

Designation: Corporate Assurance Manager

Date: 25 February 2021

Council of Governors

Date: 25 February 2021

Subject: Appointments of Non-Executive Director and Associate Non-Executive Director

From: Mike Potts, Chair

Authors: Amber Wild

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	

2. Summary

The Trust has been carrying a vacancy for a Non-Executive Director since Olivia Blake stepped down from the role due to being elected as a Member of Parliament. Following legislative changes to Foundation Trust requirements and the SHSC Constitution, there is no longer a necessity for a local authority-appointed Non-Executive Director and the Trust can appoint to this vacancy through its own locally agreed arrangements.

A proposal to fill this vacancy was reported to the Council of Governors in December 2020 and presented to the Nominations and Remuneration Committee on 21st January 2021 where appointment to a Non-Executive role has been supported.

The Chair and the Non-Executive Directors, supported by the work from the Well-Led Development programme completed a skills audit. This identified a skills gap in clinical expertise. An appointment to fill this gap would support the Board as it continues to strive to be as effective as possible. The Board is also aware that there are issues with diversity across the organisation. There is an opportunity to address this within this recruitment process.

SHSC continues to provide social care services commissioned by the council and there is merit in retaining representation among the Board members from the local authority. A proposal to recruit an Associate Non-Executive Director was presented to the Nominations and Remuneration committee on 21st January 2021 where appointment has been supported and the job description and person specification for this role was agreed. The Chair has engaged with all local partners and will continue to work with the leader of Sheffield City Council to identify appropriate candidates.

3. Next Steps

The recruitment information pack for appointment of the Non-Executive Director will be finalised with input from the Staff Network groups and will focus on inclusion of information to ensure it attracts appropriate candidates. The recruitment will be published via NHS jobs and specific social media platforms with the aim of targeting candidates in Non-Executive development programmes, and staff engagement groups will be appropriately involved. Members of the Nominations and Remuneration Committee will be engaged in the recruitment process for the Non-Executive Director and the appointment would be brought back before a future meeting of the Nomination and Remunerations committee to recommend ratification by Council of Governors.

Regarding the Associate NED recruitment, the Chair, a representative of the NRC and the Lead Governor will be engaged in the interview of the Associate NED nominee to ensure job description and personal specification criteria will be met. The appointment will be brought back before a future meeting of the NRC to recommend ratification by Council of Governors.

4. Required Actions

For information and assurance

5. Monitoring Arrangements

The Council of Governors needs to be satisfied that the Nominations and Remunerations committee have been able to undertake its delegated functions appropriately.

6. Contact Details

For further information, please contact:

Mike Potts

Chair

Sheffield Health and Social Care Trust

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