

Council of Governors

SUMMARY REPORT

Meeting Date: 13 December 2022

Agenda Item: 11

Report Title:	Governor Election Report	
Author(s):	Amber Wild, Corporate Assurance Manager	
Accountable Director:	Deborah Lawrenson, Director of Corporate Governance	
Other Meetings presented to or previously agreed at:	Committee/Group:	N/A
	Date:	N/A

Summary of key points in report

This report provides the Council of Governors with an update on the outcome of the recent by-election for vacant seats. It also provides an update on additional representatives nominated for vacant seats held by Sheffield Council and outlines details of Governors who have stepped down since the last meeting and outlines current vacancies. These will be managed through the next election process in the summer of 2022.

The term of office for Governors is three years, with up to three consecutive terms being allowable after which governors must stand down. Each year elections take place to appoint to existing vacancies or to seats where the term of office has come to an end.

Following the elections held in the spring of 2022 vacancies remained on the Council of Governors in the staff and carer categories and for Sheffield North East.

Following advice received the Council of Governors agreed to hold a by – election in October/November 2022.

Section 2 of the report outlines the outcome of the elections and section 3 outlines other Governor changes including nominations received from Sheffield Council for their vacant nominated seats and detail on Governors who have stepped down or who are due to leave in the coming weeks.

All successfully appointed Governors will need to complete Fit and Proper Person's test, DBS and Declarations of Interest before they are finally confirmed in post the process for which is underway and expected to complete before February.

An induction workshop is planned for February 2023 for new and current governors.

Recommendation for the Board/Committee to consider:

Consider for Action		Approval		Assurance	X	Information	X
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The Council of Governors is asked to note the outcome of the most recent governor elections.

Please identify which strategic priorities will be impacted by this report:					
Covid-19 – Recovering Effectively	Yes	X	No		
CQC – Getting Back to Good Continuous Improvement	Yes	X	No		
Transformation – Changing things that will make a difference	Yes	X	No		
Partnerships – working together to make a bigger impact	Yes		No		
Is this report relevant to compliance with any key standards ?				State specific standard	
Care Quality Commission Fundamental Standards	Yes	X	No	Good Governance	
Data Security Protection Toolkit	Yes		No	X	
Have these areas been considered ? YES/NO				If Yes, what are the implications or the impact? If no, please explain why	
Service User and Carer Safety and Experience	Yes		No	X	<i>None directly apply to this decision</i>
Financial (revenue & capital)	Yes		No	X	
Organisational Development/Workforce	Yes		No	X	
Equality, Diversity & Inclusion	Yes		No	X	
Legal	Yes		No	X	
Environmental Sustainability	Yes		No	X	

Section 1: Analysis and supporting detail

Background

- 1.1 The term of office for Governors is three years, with up to three consecutive terms being allowable after which governors must stand down. Each year elections take place to appoint to existing vacancies or to seats where the terms of office has come to an end.
- 1.2 A by-election was held in October/ November 2022 for vacant seats in place following the June 2022 election process.
- 1.3 Awareness raising took place with support from our Communications team with via the website, staff intranet (Jarvis), Twitter and Instagram. Governors and Board members were asked to raise awareness through their own networks, In addition, staff and carer network groups were contacted and asked for support in raising awareness of the staff and care vacancies.
- 1.4 The timetable for the election process is outlined below:

Action	Date	Status post by-election
Last Day for Publication of Notice of Election	24/10/2022	Completed
Deadline for receipt of nominations	09/11/2022	Completed
Publication of Statement of Nominations	10/11/2022	Completed
Deadline for candidate withdrawals	14/11/2022	1 withdrawal as candidate no longer applicable for a public role, having joined the Trust as a staff member
Notice of Poll/Issue of ballot packs	24/11/2022	Not required as none of the seats are contested
Close of Poll 5.00pm	19/12/2022	Not applicable
Count and Declaration of Result	20/12/2022	Not applicable

Governor Elections Autumn 2022 results

- 2.1 Nominations were received in line with the plan. The seats which remain unelected are as follows:
- Public Northeast – one nomination was received but this was withdrawn by the deadline as the individual joined the Trust as a staff member and therefore became ineligible.
 - Medical and Clinical – no nominations were received
 - Psychology – no nominations were received
 - Social Worker – no nominations were received

- 2.2 All other seats were elected unopposed and the results were published by UK engage on the 14 November 2022. Confirmation is subject to successful completion of the Fit and Proper Persons test, DBS and Declarations of Interest. Declarations of Interest and Code of Conduct forms have been issued for completion. DBS checks will be undertaken by SHSC HR and requests are in process.

Constituency and Class	Number of Seats	Elected Candidate	Term of Office
Public - Sheffield North East	1	No nominations received – vacant seat remains	Term of office until June 2025
Service Users and Carers - Service User	3	Julian Gill – elected Saira Jabin – elected 1 vacancy remains	Term of office until June 2025
Staff - Clinical Support	1	Trevor Wright – elected	Term of office until June 2025
Staff - Medical and Clinical	1	No nominations received – vacant seat remains	Term of office until June 2025
Staff - Nursing	1	Kat Myrie – elected	Term of office until June 2025
Staff - Social Worker	1	No nominations received – vacant seat remains	Term of office until June 2025
Staff - Support Workers	1	Angelito Esguerra – elected	Term of office until June 2025
Psychology	1	No nominations received – vacant seat remains	Term of office until June 2024

The terms of office on these seats are the remaining terms of office for the vacant roles.

Other Governor changes

- 3.1 In addition to elected governors and following confirmation from Sheffield City Council, there are further governors who have been nominated by them for vacant seats, subject to completion of Fit and proper tests for the remainder of the municipal year ending in May 2023.

Councillor Garry Weatherall	Sheffield City Council	01.06.22 to 01.05.23
Councillor Steve Ayris	Sheffield City Council	04 07 20 to 01.05.23

Declarations of Interest and Code of Conduct forms have been issued for completion. The Declaration of Interest table will be updated and shared on the website. DBS checks will be undertaken by SHSC HR and requests are in process.

- 3.2 The following Governors have stepped down:

Catherine Draper	Staff Psychology	01.08.2021 to 31.12.22
Catherine Prior	Service User	01.07.2022 to 19.10.22
Chloe Thomas	Public Rest of England	01.07.2022 to 31.12.2022

The Public Rest of England seat was a contested seat in the summer elections and following confirmation from the Election provider returning officer, the

Fozia Nadeem	Public Rest of England	01.01.23 to 30.06.2025
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Next Steps

- 3.1 All successfully appointed Governors will need to complete Fit and Proper Person's test, DBS and Declarations of Interest before they are finally confirmed in post – process underway.
- 3.2 An induction workshop for new governors is planned for 2 February 2023.
- 3.2 The Constitution was last reviewed and approved in December 2019, as previously reported a review is underway and is due for discussion at the February Council of Governors meeting following a review of requirements in the new Code of Governance.

Recommendation

- 4.1 The Council of Governors is asked to note the update provided

Appendix 1 – Declaration of Election results by the election provider UK Engage

Election of Governors 2022

DECLARATION OF CANDIDATES ELECTED UNOPPOSED

SHEFFIELD HEALTH AND SOCIAL CARE NHS FOUNDATION TRUST COUNCIL OF GOVERNORS ELECTION

As Returning Officer for the Service Users and Carers - Carer Constituency of Sheffield Health and Social Care NHS Foundation Trust, I hereby declare that the following candidates are duly elected:

Name of Candidate	
1	Julian Gill
2	Saira Jabin

Craig Poyser
Returning Officer

UK Engage, Image House, 10 Acorn Business Park, Heaton Lane, Stockport SK4 1AS

Tel: 0345 209 3770

15 November 2022

Election of Governors 2022

DECLARATION OF CANDIDATES ELECTED UNOPPOSED

SHEFFIELD HEALTH AND SOCIAL CARE NHS FOUNDATION TRUST COUNCIL OF GOVERNORS ELECTION

As Returning Officer for the Staff - Clinical Support Constituency of Sheffield Health and Social Care NHS Foundation Trust, I hereby declare that the following candidate is duly elected:

Name of Candidate	
1	Trevor Wright

Craig Poyser
Returning Officer

UK Engage, Image House, 10 Acorn Business Park, Heaton Lane, Stockport SK4 1AS

Tel: 0345 209 3770

15 November 2022

Election of Governors 2022

DECLARATION OF CANDIDATES ELECTED UNOPPOSED

SHEFFIELD HEALTH AND SOCIAL CARE NHS FOUNDATION TRUST COUNCIL OF GOVERNORS ELECTION

As Returning Officer for the Staff - Nursing Constituency of Sheffield Health and Social Care NHS Foundation Trust, I hereby declare that the following candidate is duly elected:

Name of Candidate	
1	Kat Myrie

Craig Poyser
Returning Officer

UK Engage, Image House, 10 Acorn Business Park, Heaton Lane, Stockport SK4 1AS

Tel: 0345 209 3770

15 November 2022

Election of Governors 2022

DECLARATION OF CANDIDATES ELECTED UNOPPOSED

SHEFFIELD HEALTH AND SOCIAL CARE NHS FOUNDATION TRUST COUNCIL OF GOVERNORS ELECTION

As Returning Officer for the Staff - Support Workers Constituency of Sheffield Health and Social Care NHS Foundation Trust, I hereby declare that the following candidate is duly elected:

Name of Candidate	
1	Angelito Esguerra

Craig Poyser
Returning Officer

UK Engage, Image House, 10 Acorn Business Park, Heaton Lane, Stockport SK4 1AS

Tel: 0345 209 3770

15 November 2022