

MINUTES OF THE COUNCIL OF GOVERNORS MEETING

17th February 2021

14:00 – 14:30

MS Teams

Present	
Peter Horn (PH)	Trust Chair
Martin Ensom (ME)	Lead Governor and Public Governor for High Weald Lewes Havens
Tara Dean (TD)	Appointed Governor – Higher Education
Grainne Saunders (GS)	Appointed Governor – Children and Young People
Stella Benson (SB)	Public Governor for Brighton & Hove
Janet Baah (JB)	Public Governor for High Weald Lewes Havens
Lilian Bold (LB)	Public Governor for Horsham
Carolyn Costello (CC)	Public Governor for Chichester
Christine Hearn (CH)	Public Governor for Brighton & Hove
David McGill (DMG)	Public Governor for Arun
Richard Norrie (RN)	Public Governor for Chichester
Stan Pearce (SP)	Public Governor for Brighton & Hove
Anne Walder (AW)	Public Governor for Horsham
Jessica Poulton (JP)	Staff Governor – Allied Health Professionals
Anita Sturdey (AS)	Staff Governor – Support Staff
Emma Swarbrick (ES)	Staff Governor – Nurses and Healthcare Assistants
Griselda Wireko-Brobby (GWB)	Staff Governor – Doctors and Dentists
Zoe Smith (ZS)	Trust Secretary
Paul Somerville (PS)	Deputy Trust Secretary
Apologies	
Ann Barlow	Appointed Governor – Volunteers
Jacob Bayliss	Appointed Governor – Children and Young People
Joy Dennis	Appointed Governor – West Sussex County Council
Pennie Ford	Appointed Governor – NHS Clinical Commissioning Groups
Elaine Foster-Page	Appointed Governor – Volunteers
Rob Persey	Appointed Governor – Brighton & Hove City Council
Martin Osment	Public Governor for Adur
Ngaire Cox	Staff Governor – Nurses and Healthcare Assistants
1.	Welcome, apologies, declarations of interest
	Peter Horn (PH) Chair welcomed everyone to the meeting. Apologies are noted in these minutes. There were no declarations of interest.
2.	Minutes of the previous meeting 9 December 2020
	PH asked if there were any amends to the minutes. Paul Somerville (PS) said that he was hopeful to share contact details of the commissioner-led Falls Group to Lilian Bold (LB) by the end of the week. All other actions were confirmed as completed or on-going. Decision: The minutes of the previous meeting were agreed as a true and accurate record.

3.	Appointment of Deputy Lead Governor
	<p>PH took the paper as read and said that both he and the Lead Governor Martin Ensom recommended that Grainne Saunders (GS) be appointed as Deputy Lead Governor by the Council of Governors (CoG).</p> <p>The CoG appointed GS as the new Deputy Lead Governor effective from 18 February 2021. The CoG congratulated GS on her appointment and GS thanked the CoG for their support.</p> <p>Decision: The CoG appointed Grainne Saunders as the Deputy Lead Governor.</p>
4.	NED succession plan and appointment of Non-Executive Directors and an Associate Non-Executive Director
	<p>Zoe Smith (ZS) advised that the CoG had received a paper on behalf of the CoG Nomination and Remuneration Committee (NRC) at the 9 December 2020 CoG meeting which set out the proposed Non-Executive (NED) and Associate NED succession and recruitment process. Since then the Trust had been working with Hunter Healthcare, a specialist recruitment agency with a proven track record of making diverse NED appointments in the NHS.</p> <p>ZS took the paper in the meeting pack as read which set out the process undertaken, including interviews and two stakeholder panels held in early February; and the outcomes and recommendation from CoG NRC to approve the appointment of four NEDs and one Associate NED. NEDs terms were confirmed as three years with the Trust to take a phased approach to NED start dates.</p> <p>PH invited ME to provide an overview of the role of the CoG NRC in the selection process. ME said that the CoG NRC interview panel had agreed shortlists for each role from which 12 people were invited for interview for the NED role and five for the Associate NED role. The panel consisted of CoG NRC members including Peter Horn as well as Melba Wilson as an External Assessor (for NED interviews only) and David Parfitt, NED (for Associate NED interviews), and was advised by Caroline Haynes (CH), Director of HR and OD, Rhiannon Smith (RS) from Hunter Healthcare and ZS, Trust Secretary. Feedback was also considered from two stakeholder groups for NED candidates and this had been really helpful to support decision making. The CoG NRC discussed the balance of the Board and the skills, knowledge and experience that the Trust required going forward. The panel was unanimous in its recommendations and all CoG NRC members who were part of the panel confirmed this to the CoG.</p> <p>David McGill (DMG) and Anita Sturdey (AS) members of the CoG NRC thanked the two stakeholder panels, CH, RS, ZS and PS for all their work.</p> <p>PH invited Janet Baah (JB) to comment on her experience as a member of one of the two stakeholder panels. JB said the process was extremely fair and was a reflection of the hard work that everyone had put into the process.</p> <p>Tara Dean (TD) commented that the recommendations included candidates with an excellent range of skills, background, experience and good balance on gender mix.</p>

	<p>PH asked the CoG if the recommendation is carried. The CoG approved the four NED and one Associate NED appointments unanimously.</p> <p>Decision: The CoG approved the following appointments:</p> <ul style="list-style-type: none"> • Clinical Non-Executive Director: Lesley Strong • Non-Executive Director: Mark Swyny • Non-Executive Director: Rebecca Crook • Non-Executive Director: Giles York • Associate Non-Executive Director: Dipesh Patel. <p>PH reflected on the process. The Trust was expecting to receive up to 30 applications and received 85. Interviews took place over three days requiring more time commitment than anticipated for ME, DMG and AS. PH gave his thanks to ME, DMG, AS and ZS. ZS added that the two stakeholder groups were a useful part of the process and extended thanks to all staff and JB that took part.</p>
5.	Any other business
	<p>PH said that at the 2 February Governor Steering Group it was agreed to postpone the next Joint Board of Directors and Council of Governors meeting scheduled for 17 March until the end of April. This meeting will provide a review of performance and setting objectives for the next financial year. Currently Executives were focused on managing the pandemic and more time was needed by the Board to discuss strategy. PS said that he hoped to circulate the new date and time to the CoG week commencing 22 February. The meeting closed at 14:25.</p>
6.	Date of next meeting
	TBC (Joint Board of Directors and Council of Governors) via Microsoft Teams.