

Front sheet: Public Board of Directors
Item number: 26
Date: 26 March 2025

Private/ public paper:	Public
Report Title:	Governance report
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Vision and values:	The Trust vision is to ensure we work together for service users. Governance reporting supports the commitment to quality , ensuring we work together to improve services and deliver outstanding care .
Purpose and key actions:	This report provides updates on governance matters for the Board.
Executive summary:	<p>The report provides assurance to Trust Board that appropriate monitoring arrangements are in place. The report provides an update on the following items:</p> <ul style="list-style-type: none"> • An update on the annual process for receiving declarations of interests, gifts, and hospitality in preparation for a report in May 2025. • A further update on the work with Good Governance Institute (GGI) who have been appointed by the Trust to conduct a developmental well-led review, using the CQC quality statements for key lines of enquiry. • A development meeting of the Council of Governors which took place during March 2025 to discuss the strategy refresh. • An update on the Council of Governors elections process and planned provider collaborative meeting. • Annual report planning progress.

Which strategic objective does the item primarily contribute to:				
Effective Use of Resources	Yes	X	No	
Deliver Outstanding Care	Yes	X	No	
Great Place to Work	Yes	X	No	
Ensuring our services are inclusive	Yes	X	No	

What is the contribution to the delivery of standards, legal obligations and/or wider system and partnership working.
<p>The Health and Social Care Act 2022 enhances and amends the Health and Social Care Act 2012 Act, setting out the legal framework within which a Foundation Trust operates, which includes the following:</p> <ul style="list-style-type: none"> • Constitution (including Standing Orders for practice and procedures of the Board of

- Directors and the Council of Governors).
- The Accountable Officer Memorandum.
 - The Codes of Conduct.
 - Standing Financial Instructions as a framework for financial governance,
 - Scheme of Reservation and Delegation which describe the powers reserved to and delegated by the Board.

These documents together provide a regulatory framework for the business conduct of the Foundation Trust

BAF and corporate risk/s:	The Trust Board of Directors has oversight of all BAF and corporate risks.
Any background papers/ items previously considered:	This report provides key updates on governance matters for reporting to Board of Directors, this report is received quarterly.
Recommendation:	<p>The Board of Directors is asked to:</p> <ul style="list-style-type: none"> • Note the updates provided.



Board of Directors Governance report 26 March 2025

1. Purpose of the report

The purpose of the report is to provide updates on governance matters for Trust Board. The paper includes appended reports, which provide more content and detail. The paper sets out:

- The background to the report
- Process for declarations of interest
- A well led review process
- A development meeting of the Council of Governors
- An update on the Council of Governors elections process
- Provider collaborative meeting for Council of Governors
- Annual report planning update

2. Background

The Governance report forms part of the annual work programme and provides a report at every Trust Board on all governance related matters that have taken place this quarter, as well as updates on key areas of focus. The report also provides assurance that arrangements are in place to support appropriate and timely governance and monitoring arrangements.

3. Declaration of Interests 2024-2025

As reported in January 2025, there is an annual process in place for the declarations of interests, gifts and hospitality per our managing conflicts of interest in the NHS policy as per our managing conflicts of interest in the NHS policy.

Updated declarations for the current financial year are in the process of being called in for the Board, for all Governors currently serving on the Council of Governors and staff below the Board.

A further update and the final register will be presented to the audit and risk committee in May 2025, and to the Board of directors in May 2025. The final register of those received and who have consented to having their names on the public register will be published on the Trust website.

4. Good Governance Institute (GGI) well led review.

GGI has been appointed by Sheffield Health and Social Care NHS FT to conduct a developmental well-led review, using the CQC quality statements for key lines of enquiry. The project which was started in December 2024 has ended on 3 March 2025.

A final report will be received by the Trust in March and recommendations will be shared at a Trust Board development session in April 2025.

5. Council of Governors development meeting

A key statutory duty for the Council of Governors (CoG) in representing the interests of members and the public is being ambassadors for the Trust to gain access to genuine feedback and opinion from engagement with members, and other stakeholders.

The focus of the development session on 6 March 2025 provided an opportunity to do just that. Governors were able to further contribute to the development of the **Trust strategy** and to provide **feedback on the development of a communication and involvement strategy** which would help drive the approach.



An **interactive session** supported by the Trust engagement team provided plenty of opportunity for governors to feedback their thoughts and reflect on the views of the public, meaning the feedback was a collection of the things they hear and have heard during their time as a governor.

The information collected feedback that will now inform both strategies going forward. Key themes from the discussion included:

- Ensuring carers remained a central focus and are explicitly mentioned.
- Making sure digital supports but recognises that not everyone will be able to access data, devices or know how to use technology.
- Continue to focus on close to home improvements.
- Make sure we continue to consider neurodiversity.
- Find ways to involve people and give them a voice.
- Think about who is not in the room and how we can reach these people.

Following the event the full strategy survey was circulated for completion by all governors. This means everyone has had a chance to feed into strategy conversations.

A further letter has been shared with over 5,000 members promoting the survey and a chance to have a say. This letter has been shared ahead of the election process.

6. Council of Governors elections process

Planning for the Governor elections for 2025 -2026 is underway. The timetable for the **elections will take place from 28 March until 18 June 2025**, and the outcome will be reported to Governors at its meeting on 19 June when the results have been published.



A comprehensive promotion of the elections will take place from **28 March to 29 April 2025**, and this will be supported by SHSC Communications team, the Board of Directors, senior staff within the Trust and partnership organisations.

Governors have been asked **to promote the elections** within their constituencies and to offer their support to the prospective governor drop-in sessions which will be held again this year, following the success of these sessions previously.

Nomination forms will be sent to all eligible members via the election provider and the membership engagement database (including details of the drop-ins) and the details for applying will also be available on the Trust website and other Trust social media sites.

There are **20 seats available**, and these break down to the following governor seats to be included in the 2025-26 elections:

- Public NE - one seat
- Public NW - two seats
- Service user - seven seats
- Young service user / Carer - two seats
- Carer - four seats
- Staff, medical and clinical - one seat
- Staff, psychology - one seat
- Staff, clinical support worker - one seat
- Staff, social worker - one seat

All newly appointed Governors will go through due diligence (completion of the declarations of interest and fit and proper persons test processes and review of detail received) before being formally appointed. Following successful completion of the due diligence process they will be able to join the Council of Governors at the Annual Members Meeting in September, and the next formal Council of Governors meeting in October as well as any other meetings or development events.

7. Provider collaborative meeting for Council of Governors

A meeting with the South Yorkshire Mental Health Learning Disability and Autism (SY MHLDA) provider collaborative has been planned for the governors of partners. The session will take place by teams on the evening of 21 May, chaired by Sharon Mays our Trust Chair. The event will provide a chance to update governors on what the collaborative is, what the role of governors will be and to share achievements as well as future priorities.

8. Annual report planning

The annual report has now been shared in draft form with executives this week at the executive management team (EMT) meeting. Any final gaps in information will be progressed during this time to ensure the report is ready to share through the relevant governance arrangements.

9. Recommendations

The Board of Directors is asked to:

- **Note** the updates provided