

# Doncaster and Bassetlaw Teaching Hospitals

NHS Foundation Trust

## Minutes of the extraordinary meeting of the Council of Governors held on

**Monday 18 June 2018**

**In the Education Centre, DRI, Doncaster, DN2 5LT**

	<b>Present:</b>	
Chair	Suzy Brain England OBE	
Public Governors	Peter Abell Mike Addenbrooke Phillip Beavers Shelley Brailsford Hazel Brand Mark Bright David Cuckson Lynne Logan Bev Marshall Brenda Maslen Liz Staveley-Churton George Webb Maureen Young	
Staff Governors	Karl Bower Duncan Carratt Lynn Goy Lorraine Robinson Roy Underwood	
Partner Governors	Ruth Allarton Rob Coleman Sue Shaw	
In Attendance:	Kath Smart Pat Drake Matthew Kane Richard Parker	Non-executive Director Non-executive Director Trust Board Secretary Chief Executive
Apologies:	All executive directors Neil Rhodes Linn Phipps Philippe Serna Anwar Choudhry Vivek Desair Nicky Hogarth Brenda Maslen Victoria McGregor-Riley David Northwood Susan Overend Clive Tattley	Non-executive Director Non-executive Director Non-executive Director Public Governor Staff Governor Public Governor Public Governor Partner Governor Public Governor Public Governor Partner Governor

**Welcome and apologies**

- 18/4/1** The Chair welcomed those present to the meeting and apologies recorded above were noted.

**Declaration of governors' interests**

- 18/4/2** There were no interests declared.

**Appointment of NEDs**

*Mike Addenbrooke took the chair for the following item.*

- 18/4/3** Governors considered a report of the Trust Board Secretary which set out three issues for consideration:

- To appoint Alan Chan and Sheena McDonnell as non-executive directors following a rigorous and transparent recruitment process.
- To note that, following the unexpected resignation of the Senior Independent Director, Neil Rhodes had offered to facilitate the Chair's appraisal.
- To agree a process for assessing non-executive candidates for the roles of Deputy Chair and Senior Independent Director should there be more than one candidate in each case.

- 18/4/4** As before, Governors were asked to ratify the involvement of Hazel Brand on to the Committee for the purposes of this process. An amendment was made in respect of the recommendation proposed on this matter.

- 18/4/5** Governors sought and received assurances on the circumstances surrounding a non-executive director's decision to leave the organisation and the induction processes planned for the new non-executive directors. In response to questions around the process for recommending the Deputy Chair and Senior Independent Director, Governors were advised that the Chief Executive would be present in an advisory capacity.

- 18/4/6** Governors:

- (1) Retrospectively APPROVED the involvement of Hazel Brand in the Appointments and Remuneration Committee but only for the purposes of this NED recruitment process.
- (2) APPOINTED Alan Chan and Sheena McDonnell as non-executive directors for an initial three year term with effect from 1 July 2018 in line with the 2014 terms and conditions for non-executives and subject to the usual Fit and Proper Person checks.
- (3) ENDORSED the arrangements with regard to the Chair's appraisal this year and the proposals for the appointment of a Deputy Chair and Senior Independent Director.

*Suzy Brain England took the chair at this point.*

**Withdrawal of press and public**

**18/4/7**

Governors:

RESOLVED representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.

UNAPPROVED DRAFT