



Be a friend to the Trust

Become a Governor

Information for prospective Governors



An Invitation from

Suzy Brain England OBE, Chair of the
Board & Council of Governors and
Hazel Brand, Lead Governor



Whilst the Covid-19 pandemic of the last few months have been challenging for the NHS, here in Doncaster and Bassetlaw we have been uplifted by an inspiring community spirit and an apparent thirst from residents to help their local hospitals.

With this in mind, have you thought about taking the next step and further supporting your local NHS trust by becoming a Governor?

Our hospital Governors play a vital role representing the public. They influence the Trust to make improvements, develop services and also hold Non-Executive Directors to account for the performance of the Board of Directors. Crucially, they offer key input and advice.

Being elected as a Governor doesn't just mean dialling in to a video-conference council meeting every quarter (although you'll do that to assess how well the Trust is doing). Governors at DBTH also play an active role in improving patient services, most importantly of all, engaging patients to find out what they really think.

Our Governors speak to patients to get the 'real picture' and they tell us straight away when a problem needs to be put right. They represent our members and the local community to ensure we are delivering on our promises and improving all the time for the good of patients.

We are looking for people of all ages and from different backgrounds to become Governors to

reflect and represent the diverse communities that we serve here at DBTH.

This year we need Public Governors to represent both Bassetlaw and Doncaster so we're looking for local residents to fill these seats.

If you don't live in Doncaster or Bassetlaw but have an interest in the area, maybe you have a business close by or have family in the area who use our hospitals, you can stand for election in one of two seats for the rest of England and Wales. You may also wish to nominate for one of these seats if you have used our services whilst passing through or you have a general interest in healthcare.

All nominations for the elections must be received by 5pm on 20 July 2020.

Even if you don't think being a Governor is for you, it's still possible to have your say on the Trust's future. All members will receive a voting pack – so use your vote and make it count!

We look forward to working with you,

Suzy Brain England OBE and Hazel Brand

Chair of the Board and Council of Governors and Lead Governor

Our performance

What we did, and how we did it.

In 2019/20 we had one of our busiest-ever years. Despite this, as a Trust we delivered really strong performance, reaching most of our targets while delivering high quality care.

We cared for approximately
123,200 inpatients



We cared for approximately
472,000 outpatients



Our **performance indicators** 19/20



We recorded only **21 cases** of **C.Diff** in year.



We recorded **zero cases** of **MRSA** in year.



We achieved **six** of **eight cancer targets** in year.



We achieved **92.64%** for our **four hour access target**.



We achieved **88.8%** for our **Referral to Treatment target**.

We cared for approximately
175,200 emergencies



We delivered approximately
4,700 babies



Doncaster

Thorne

Montagu Hospital
cared for **78,500**
patients.

Mexborough

Bassetlaw Hospital
cared for **174,550**
patients.

Worksop

Doncaster Royal Infirmary cared for
515,250 patients.

Our clinics cared
for **7,900** patients.



Providing Care

Hosting three main hospital sites and a number of additional services, we are proud to serve the people of Doncaster, Bassetlaw and beyond.

Doncaster Royal Infirmary (DRI): A large acute hospital with over 500 beds, a 24-hour Emergency Department (ED), and trauma unit status. In addition to the full range of district general hospital care, DRI also provides some specialist services including vascular surgery. It has inpatient, day case, diagnostic and outpatient facilities.

Bassetlaw Hospital (BH) in Worksop: An acute hospital with over 170 beds, a 24-hour Emergency Department (ED) and the full range of district general hospital services including a breast care unit and renal dialysis. Bassetlaw has inpatient, day case and outpatient facilities.

Montagu Hospital (MH) in Mexborough: A small non-acute hospital with over 50 inpatient beds for people who need further rehabilitation before they can be discharged. There is a nurse-led minor injuries unit, open 9am to 9pm. It also has a day surgery unit, renal dialysis, a chronic pain management unit and a wide range of outpatient clinics. Montagu is the site of our Rehabilitation Centre, Clinical Simulation Centre and the base for the abdominal aortic aneurysm screening programme.

We are also registered to provide outpatient and other health services at Retford Hospital, including clinical therapies and medical imaging.

We also provide some services in community settings across South Yorkshire and Bassetlaw. The rehabilitation beds we used to have at Tickhill Road Hospital in Doncaster transferred to Montagu Hospital in August 2012 however we still provide outpatient care of older people at this site.

In 2004, Doncaster and Bassetlaw Hospitals became one of the first 10 NHS trusts in the country to be awarded foundation trust status. This means we have more freedom to act than a traditional NHS trust, although we are still very closely regulated and must comply with the same strict quality measures as non-foundation trusts.



Doncaster Royal Infirmary



Bassetlaw Hospital



Montagu Hospital



The role of a Governor

As a Governor your role will be to engage with our members and make sure their voice is heard.

Being a governor is not about 'rubber stamping' decisions made by the Board of Directors. The Council of Governors advises the Board of Directors as to public opinion and are guardians of the public interest. They take the temperature of the organisation and can challenge Board decisions.

As the key link between the Trust and the communities that we serve, Governors advise the Trust about the needs of patients and the community, and suggest ways to involve patients and the public in developing and delivering services.

As ambassadors, Governors promote the work of the Trust within their constituencies. This may involve attending and speaking at local events or holding local surgeries for patients, members of the public or staff. As guardians, Governors make sure that the Trust is run in a way that reflects its purpose, and complies with the obligations placed on it.

You will be required to:

- Hold Non-Executive Directors (NEDs) to account for the performance of the Board and represent the interests of our members and the public
- Appoint and, if necessary, remove the Chair and

Non-Executive Directors

- Set the pay and conditions of employment for the Chair and NEDs
- Approve the appointment of the Chief Executive
- Appoint or remove the Trust's auditors
- Approve significant transactions, mergers, acquisitions, separations or dissolutions.

As a Governor you will receive agendas and minutes for Board meetings and will have the power to require directors to attend meetings to answer questions.

Governors are expected to dial into the formal Council of Governors meetings which take place at least four times a year via video conference.

The Council of Governors also has committees, of which some Governors are members, which meet virtually on a regular basis to help the Board fulfil its statutory and engagement duties.

Code of Conduct: All Governors must sign a declaration agreeing to follow the Trust's Code of Conduct for Governors.

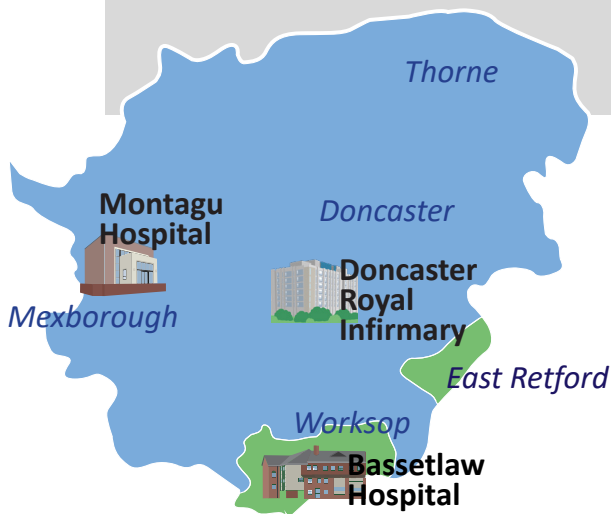
Declare your interests: All Governors must declare their interests and review them on a regular basis.

How is the Council of Governors currently made up?

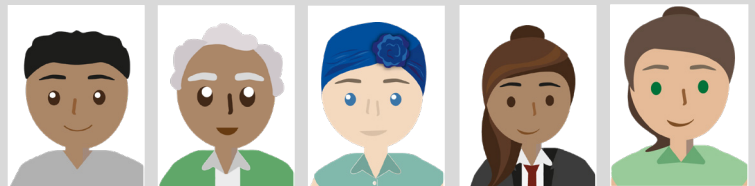
Staff Governors x6



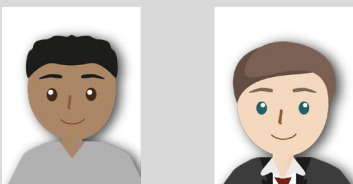
Doncaster Public Governors x13



Bassetlaw Public Governors x5



Public Governors - Rest of England and Wales x2



Partner Governors x11





Could I be a Governor?

You need to be 16 or over and registered as a member of the Trust to stand for election as a Governor. You can check you are a member by contacting the Company Secretary on 01302 642369.

You don't need any formal qualifications to be a Governor. Some Governors have previous experience of working with their local communities while others bring skills that they have gained through paid or voluntary work.

Once elected, the Trust has the duty to ensure that governors are equipped with the skills to perform this role. Full induction and training required will be provided.

Due to current challenges posed by Covid-19, we do ask that prospective governors have a good level of IT literacy, ensuring they can join virtual meetings and so on.

Whilst there are no qualifications needed, you may not become an elected governor if:

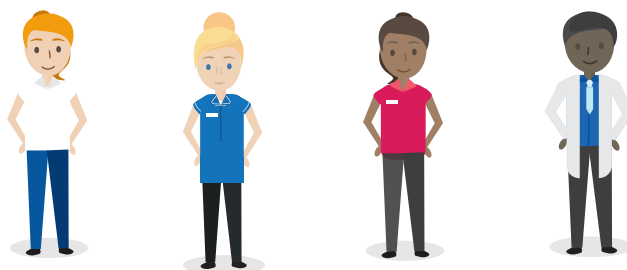
- You have been declared bankrupt;
- You have made a composition or arrangement with, or granted a trust deed for, creditors and have not been discharged in respect of it;

- You have been sentenced to prison for three or more months within the last five years.
- You have completed the maximum 9 year term as a governor or been dismissed as a governor

There are other reasons why you may not be able to be a Governor so please contact the Company Secretary on the number above if you'd like to stand for election but think there might be an issue.

How do I stand for election?

You can submit your nomination by completing and emailing the form at: www.cesvotes.com/DBFT2020
If you require any further information please contact the Company Secretary on 01302 642369 or email dbth.trustboardoffice@nhs.net



How do Governor elections work?

An external agency runs the elections, to make sure that they are completely impartial. Nominations and ballot papers are handled by this external agency and the agency sends out information to all members to enable them to vote.

Candidates are given the opportunity to write a brief statement about why they are standing for election, to introduce themselves to members and encourage people to vote for them.

Ten seats are up for election in 2020; successful candidates will be elected for a three year term of office. Vacancies are as follows:

- Doncaster public (two seats)
- Bassetlaw public (three seats)
- Rest of England and Wales (two seats)
- Staff Non-clinical – one seat
- Staff Nursing and Midwifery – one seat
- Staff other healthcare – one seat

Ballot papers will be sent to all registered members within the constituencies where an election is to be held. A ballot will only be held where there are more nominations than vacant seats. The election system to be used is known as Single Transferable Vote (STV).

The 2020 election timetable is as follows:

Notice of election/nominations open: 22 June

Nomination deadline: 20 July

Summary of nominated candidates published: 21 July

Final date for candidate withdrawal: 23 July

Notice of poll published: 10 August

Voting packs despatched: 11 August

Close of ballot: 15 September

Declaration of results: 16 September

Video conference induction: 21 September

First Engagement (Annual Members' Meeting via video conference): 24 September

A candidate may not incur any expenses or make a payment of any nature for the purposes of an election.

Where can I find out more information?

You can submit your nomination by completing and emailing the form at: www.cesvotes.com/DBFT2020

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Key Trust publications

Access the latest Trust publications using the links below:

[Strategic Direction and enabling strategies](#) for 2017-2022

[Annual report](#) 2018/19





**Doncaster and Bassetlaw
Teaching Hospitals**
NHS Foundation Trust