

**Report to the Meeting of the**

**CoG 12/2022**  
(Agenda item: 13)

**Oxford Health NHS Foundation Trust**

**Council of Governors**

**15 June 2022**

**Corporate Governance Self-Certification and other certifications**

**Governor Training**

**For: Approval**

**Executive Summary**

NHS Foundation Trusts are required to self-certify whether or not they have complied with the conditions of the NHS provider licence (which itself includes requirements to comply with the NHS Act 2006; HSC Acts 2008, 2009 and 2012, and have regard to the NHS Constitution), have the required resources available if providing commissioner requested services, and have complied with governance requirements.

Providers need to self-certify the following after the financial year end:

NHS provider licence condition:

1. The provider has taken all precautions necessary to comply with the licence, NHS Acts and NHS Constitution (Condition G6(3))
2. The provider has complied with required governance arrangements (Condition FT4(8))
3. If providing commissioner requested services, the provider has a reasonable expectation that required resources will be available to deliver the designated service (Condition CoS7(3))

The aim of self-certification is for the Trust to carry out assurance that it is in compliance with the conditions and it is up to providers how they carry out this process. Any process should ensure that the Board understands clearly whether or not the Trust can confirm compliance.

NHSI no longer require FTs to submit their declarations but selected FTs will be required to demonstrate that they have carried out the self-certification process (which can be demonstrated by signed templates or board minutes and papers etc).

Although during COVID-19 NHSI have streamlined or waived elements of corporate data collections, including timescales, at this time of year the Council of Governors would normally consider the Trust’s self-certification, most specifically in relation to governor training from April 2021 to March 2022.

**Background**

**Condition FT4**

NHS foundation trusts must self-certify under Condition FT4(8). Providers should review whether their governance systems achieve the objectives set out in the licence condition.

There is no set approach to these standards and objectives but NHSI expect any compliant approach to involve effective board and committee structures, reporting lines and performance and risk management systems utilising best practice guidance referred to in:

a. well-led framework for governance reviews (updated November 2018);

b. the NHS foundation trust code of governance (July 2014); and

c. Single Oversight Framework (March 2019) / NHS System Oversight Framework 2021/22.

**Training of governors**

Providers must review whether their governors have received enough training and guidance to carry out their roles. It is up to providers how they do this. As a reminder, please therefore see below a non-exhaustive list of Governor training and development activity.

**Training of Governors April 2021 – March 2022**

The Board is satisfied that during the financial year most recently ended the Trust has provided the necessary training to its Governors, as required in s151(c) of the Health and Social Care Act, to ensure they are equipped with the skills and knowledge they need to undertake their role. Evidenced by the following non-exhaustive reflection on activity but recognising that the second pandemic year mandated prioritisation of the response to the pandemic, the Board has noted the following:

* Governor Induction programme – for all new governors in June 2021 (no election in the previous year) and starting again in May-June 2022;
* Peer Review Programme (last trained in pre pandemic period) to provide opportunities to participate in site and ward peer review programme. This is being reintroduced post pandemic with ongoing relaxation in IPC measures and governors are scheduled to receive Quality Improvement peer reviewer training in 2022;
* PLACE audit programme (last trained in pre pandemic period) to provide opportunity to participate in annual audit subject to that training. This will be reintroduced post pandemic and relaxation in IPC measures;
* Access to and attendance at, NHS Provider Govern Well and other Governor events/training;
* Enhanced knowledge and understanding of possible opportunities and strategies to support the organisation’s health and potential risks and challenges to the achievement of the organisation’s plans:
* Governor Strategy and Development Sessions in February and July 2021, February 2022 and planned for July 2022;
* Open presentation at meetings;
* Governor attendance at Board of Directors and Board Committee meetings and feedback to CoG; and
* Governor involvement in patient experience feedback tools (I want great care) and other working and sub group participation (Oxevision, carers groups, mortality group, exceptional people awards)
* Market/benchmark information presented to Nominations and Remuneration Committee members – expertise and full support provided by Director of Corporate Affairs/ Company Secretary and the Chief People Officer;
* New Governors have the opportunity to access peer support from an experienced Trust Governor ‘buddy’;
* Lead and Deputy Lead Governor have previously participated in the Board site visit programme (rolled out to the full CoG from Apr19) which will be reinstated post pandemic and relaxation of IPC measures;
* Director of Corporate Affairs’ and team support to Governors and to Governor Forum, and communications such as Governor update email and Governor extranet and access to the CEO webinars;
* Direct access to senior leaders to address assurance concerns;

COVID-19 has challenged the delivery of some development activities, for example site visits and face to face training, since March 2020. The Trust has however facilitated virtual meetings/digital options. Governor sub-group meetings have also recommenced in 2022, focussed around Safety & Clinical Effectiveness, Patient & Carer Experience and Staff Experience.

Where attendances are recorded, below is a list of individual governor involvement in training and development activity.

**Recommendation**  
The Council of Governors is invited to:

* support the declaration that the Board can be satisfied that the Trust has provided the necessary training to its Governors, as required in s151(5) of the Health and Social Care Act, to ensure they are equipped with the skills and knowledge they need to undertake their role; and
* provide any further information on relevant training which governors may have attended, if not already covered in the governor training records appended below.

**Author and Title:** Kerry Rogers, Director of Corporate Affairs/Company Secretary

**Lead Executive Director:** Kerry Rogers, Director of Corporate Affairs/Company Secretary

**Governor Training Records from 01 April 2021 to 31 May 2022**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **NHSP GovernWell** | **NHSP Governwell** | **NHSP Governwell** | **In-House Session** | **In-House Session** | **NHSP Governwell** | **NHSP Governwell** | **In-House Session** |
| **Surname** | **Forename** | **Effective Chairing - virtual course 24/06/2021 (Paid)** | **Governor Focus Conference July 2021 (virtual)** | **Core Skills Training 12/07/2021 (virtual)** | **Experience & Involvement Team Introduction 15/09/2021 (virtual)** | **Research Introduction 16/09/2021 (virtual)** | **Governor Workshop 20/09/2021 (Virtual)** | **Governor Workshop 04/10/2021 (Virtual)** | **MHA Introduction 21/10/2021** |
| Al-Taiar (Dr) | Hasanen |  |  |  |  |  |  |  |  |
| Clements | Melissa |  |  | √ |  |  |  |  |  |
| Cole | Jonathan |  |  | √ | √ | √ |  |  |  |
| Conlan | Angela |  |  |  |  |  |  |  |  |
| Evans | Gillian |  |  |  | √ |  |  |  |  |
| FitzGerald | Julien |  |  | √ | √ |  |  |  |  |
| Forder | Charlotte |  |  | √ |  |  |  |  | √ |
| Gardner | Anna |  |  | √ |  |  |  |  | √ |
| Glass | Benjamin |  | √ |  | √ |  |  |  | √ |
| Han | Donna |  |  |  |  | √ |  |  | √ |
| Hobbs (Dr) | Mike | 24/06/2021, Virtual | √ |  | √ | √ | √ |  | √ |
| Humba | Nyarai |  |  |  | √ |  |  |  |  |
| Hutchinson | Ekenna |  |  | √ |  | √ |  |  |  |
| Jackson (Cllr) | Carl |  |  |  |  |  |  |  |  |
| Johnson | Allan |  |  |  | √ |  |  |  | √ |
| Kenny (Dr) | Tina |  |  |  |  |  |  | √ | √ |
| Kolade | Christiana |  |  | √ |  | √ |  |  | √ |
| Kowalski | Reinhard |  |  |  |  |  |  |  |  |
| Loch | Giles |  |  |  |  |  |  |  |  |
| Logan | Davina |  |  |  |  |  |  |  |  |
| Malone (Dr) | Mary |  |  |  |  |  |  |  |  |
| Meechan | Ronnie |  |  |  |  |  |  |  |  |
| McCay | Ben |  |  | √ | √ |  |  |  | √ |
| McCubbin | Andrea |  |  |  |  |  |  |  |  |
| McKenna | Jacky |  |  |  | √ |  |  |  |  |
| Nyoni | Tendai |  |  | √ |  |  |  |  |  |
| Pandit (Dr) | Smita |  |  |  |  |  |  |  |  |
| Radburn | Madeleine |  |  |  |  |  |  |  |  |
| Roberts | Chris |  |  |  | √ |  |  |  | Apologies |
| Roberts | Myrddin |  |  |  |  | Apologies |  |  | √ |
| Sessions | Claire |  |  | √ | √ |  |  |  |  |
| Squibb-Williams | Karen |  |  | √ | √ | √ |  |  | √ |
| Wishalde | Tabitha |  |  | √ |  |  |  |  |  |