

Governor Allocation to Groups and Committees – November 2020

Committee / Group / Council	Background Details	Director Responsible / Co-ordinator	Administrator	Governor Links Required	Membershi p Guidelines (as per TOR)	Governors Appointed from November 2020	Meeting Dates 2021
Governor Vice Chair	During a meeting of the Council of Governors, matters which affect the interests of the Chair and/or Non-Executive Directors shall be chaired by the Governor Vice Chair. In the case of the nomination, appointment or remuneration of the Chair, the Nomination Committee for Non-Executive Directors shall be chaired by the Governor Vice Chair. The Vice Chair will also act as Chair at the Pre-Meetings of the Council of Governors.	Chair/CLO	Sarah Snowden 14323 07785 925069	1	See Trust Constitution	Sandra Haynes	N/A
Care Quality Commission Liaison	Acts as a point of contact between the Trust and CQC	CLO	Sarah Snowden 14323 07785 925069	1	Vice Chair	Sandra Haynes	N/A
CoG Nomination & Remuneration Committee for NEDs	This is a sub-committee responsible for advising the Board and making recommendations on the appointment of new Non-Executive Directors including the Chair of the Trust and remuneration of Executive Directors	CLO	Sarah Snowden 14323 07785 925069	4	4 Governors - Lead Governor plus 1 each of Public, Staff & Stakeholder	Sandra Haynes Stan Baldwin Carol Doyle Veronica Morgan	Thursday 25 March 3.00 pm – 4.00 pm Thursday 29 April 3.45 pm – 4.30 pm

Governors Annual Plan & Strategy Reference Group	Undertakes regular refreshing of the Trust 5 Year Strategy to ensure that it remains current and in line with local and national strategy/priorities. This group also serves as a consultation group with regard to development of the Trust Annual Plan and an assurance mechanism for tracking progress of delivery.	DSQD	Andy Walker 13685 Natalie Smith 17718 Tracey Gent 14319	6	Any type of Governor, so: 4 Public 1 Staff 1 Stakeholder	Deborah Porter Adam Layland Derek Hoey Elspeth Insch Jatt Khaira Jayne Francis	
Membership, Engagement & Governor Development Committee	To review the programme of developmental events. All Governors are encouraged to attend appropriate events and feed back to the CoG.	CLO/DoC	Sarah Snowden 14323 07785 925069	5	3 Public; 1 Staff; 1 stakeholder	Keith Fielding Richard Baker Kate Wild Liz Parry Tony Cannon	<u>To take place via MS Teams until restrictions lifted</u> Tues 16 March 9.30 am – 11.00 am Tues 8 June 1.00 pm – 2.30 pm Fri 3 September 1.30 pm – 3.00 pm Tue 7 December 1.30 pm – 3.00 pm
Volunteer Committee	To review Volunteer recruitment, roles, risk assessments and opportunities and oversee implementation of the strategy.	CN	Mandy Green 13974 07786 913954 Lorraine Bateman 14957	1	Any type of Governor - but they must be a volunteer - CoG provide the Chair	Sandra Haynes	<u>All to take place via MS Teams</u> All to be from 11.00 am – 12.30 pm Tuesday 2 February Tuesday 4 May Tuesday 3 August Tuesday 2 November

End of Life Care Strategy Group	<p>This is a group commissioned by the Executive Chief Nurse following the merger of the End of Life Care Core Steering Group and the Bereavement Committee to oversee and monitor the implementation of policies and procedures relating to End of Life and Bereavement Care. Ensuring that the service is safe, effective, caring, responsive to people's needs and well-led The Group will provide evidence and assurance to assist in meeting all relevant regulated standards, reporting progress to the Executive Chief Nurse via the Care Quality Group.</p>	<p>CN</p>	<p>Dawn Chaplin 0121 424 0941</p> <p>Fiona Dakin 12450</p> <p>Joanne Wells 14618</p>	<p>2</p>	<p>Any type of Governor</p>	<p>Liz Parry Anne Devrell</p>	<p>To Follow</p>
Organ Donation Committee	<p>To lead on donation policy and practice, to raise awareness, and to ensure that donation is accepted and viewed as usual, not unusual. To maximise organ donation</p>	<p>COOHS</p>	<p>Jayne Taylor 14328</p>	<p>2</p>	<p>Any type of Governor</p>	<p>Maureen Haycock Anne McGeever</p>	<ul style="list-style-type: none"> • Wednesday 20th January • Wednesday 21st April • Wednesday 21st July • Wednesday 20th October <p>All meetings held from 12.00 – 13.00. Venues to be confirmed.</p>

Patient, Carer and Community Councils (PCCCs)	Reporting to the Care Quality Group via the Patient Experience quarterly report, there are four site PCCCs bringing together patient and public involvement and Governor Drop-ins. Governors are aligned to sites with a Governor from each site sitting on the Care Quality Group.	CN	Lorraine Bateman for QEHB 14957 Catherine Williams for Heartlands /Good Hope & Solihull 0121 424 2674	20	All Public Governors	<p>Heartlands: Aisha Latif Keith Fielding Robert Jasper 1 x Vacant</p> <p>QEHB: Adam Layland Bernadette Aucott Elizabeth Hensel Sandra Haynes Elspeth Insch Maureen Haycock</p> <p>Good Hope: John Hope Deborah Porter Tony Cannon Derek Hoey Liz Parry.</p> <p>Solihull: Kath Bell Stan Baldwin Anne Devrell Anne McGeever Veronica Kumeta</p>	<p><u>All to take place via MS Teams until restrictions lifted</u> Heartlands: (All 10.00 – 11.30 am) Tuesday 12 January Tuesday 16 March Tuesday 18 May Tuesday 13 July Wednesday 14 September Wednesday 16 November</p> <p>QEHB: (All at 10.00 am – 11.30 am) Tuesday 26 January Tuesday 23 March Tuesday 11 May Tuesday 27 July Tuesday 28 September Tuesday 23 November</p> <p>Good Hope: (All 11.00 am – 12.30 pm except January) Friday 28 January 10.30 – 12.00 pm Thursday 11 March Friday 14 May Thursday 15 July Thursday 23 September Friday 10 November</p> <p>Solihull: (All 10.00 am – 11.30 am) Friday 22 January Wednesday 24 March Wednesday 26 March Wednesday 28 July Wednesday 29 September Wednesday 24 November</p>
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Patient Experience Group	<p>A sub-group of Care Quality Group focusing on patient, carer and service user experience. This group will look at the strategy and policy for patient experience, as well as feedback themes, methods, national surveys, complaints etc. This group reports to the Care Quality Group.</p> <p>The four governors that attend Care Quality Group will receive papers/minutes for this group and are welcome to attend if they wish. They are not part of the group membership.</p>		<p>Lorraine Bateman for QEHB 14957</p> <p>Catherine Williams for Heartlands /Good Hope & Solihull 0121 424 2674 (will take minutes when at GHH)</p>			<p>Heartlands: TBC</p> <p>QEHB: TBC</p> <p>Good Hope: TBC</p> <p>Solihull: TBC</p>	<p><u>All to take place via MS Teams</u> All 10.30 am – 12.30 pm except June January – No Meeting Wednesday 17 February Wednesday 17 March Wednesday 21 April Wednesday 19 May Wednesday 16 June 2.00pm–4.00pm Wednesday 21 July Wednesday 18 August Wednesday 15 September Wednesday 20 October Wednesday 17 November Wednesday 8 December</p>
Care Quality Group	<p>To review the quality of care provided within the Trust focusing on patient experience and the fundamentals of care. The Chief Nurse reports the work of this group to the BoD and CoG.</p>	<p>CN</p>	<p>Vickie Higgins 0121 424 1323</p>	<p>4</p>	<p>1 Governor from each PCCC (4) to be self selected</p>	<p>Heartlands: TBC</p> <p>QEHB: TBC</p> <p>Good Hope: TBC</p> <p>Solihull: TBC</p>	<p>To Follow</p>
Royal Sutton Coldfield Health & Wellbeing Partnership		<p>N/A</p>	<p>N/A</p>	<p>1</p>	<p>N/A</p>	<p>Tony Cannon</p>	

