

Council of Governors

A meeting will be held between 2-4.30pm on Wednesday 6 December 2023

MS Teams

AGENDA

Quorum: Nine or more governors including at least five Public Governors, one Staff Governor and one Appointed Governor

No	Item	Lead		Action	Est'd Time
1	Welcome and apologies for absence <ul style="list-style-type: none"> Harvey Crane, Public Governor Alison Ruffell, Public Governor Gill Orves, Public Governor 	Helen Taylor, Chair	Verbal	To note	2pm
2	Declarations of Interest	All	Attached	To note	
3	Minutes of the meeting held on 19 September 2023	Chair	Attached	Approval	
4	Matters arising from the minutes	Ann Filby, Trust Secretary	Attached	Discussion	
5	Report from the Trust Chair	Chair	Verbal	To note	
Assurance and Accountability					
6	Chief Executive's briefing on Trust activities	Angela Tillett, Deputy Chief Executive	Verbal	Discussion	2.15
7	Board Proceedings Report	George Chalkias, Director of Governance	Attached	Assurance	2.30
8	Verbal reports from Board Committees	Governor observers	Verbal	Discussion	2.35
	a. Performance and Finance Committee				
	b. Quality and Patient Safety Committee				
	c. People and Organisational Development Committee				
	d. Audit and Risk Committee				
	e. Charitable Funds Committee				
9	Report from Lead Governor	Helen Rose, Lead Governor	Attached	Discussion	2.50
Governance					
10	Trust Constitution	George Chalkias, Director of Governance	Attached	Approval	2.55
11	Council of Governors' Elections 2024	Trust Secretary	Attached	Information	3.05

No	Item	Lead		Action	Est'd Time
12	Future meetings: format	Trust Secretary	Attached	Approval	3.10
Break					
Appointments and performance					
13	Non-Executive Director appointment	Trust Secretary	Attached	Information	3.25
Membership and engagement					
14	Membership and Engagement Working Group update	Martin Nixon, Chair of Working Group Trust Secretary	Attached	Discussion	
15	Governor Activities Update	Governors	Verbal	Discussion	
Briefing					
16	Freedom to Speak Up and Raising Concerns	Kate Read, Director of People and Organisational Development Tom Fleetwood, Freedom to Speak Up Guardian Richard Spencer, Non-Executive Director lead	Presentation	Discussion	4.00
Public questions					
17	Questions from members of the public present	Chair	Verbal	Discussion	4.25
18	Date of next meeting: Wednesday 13 March 2024, Conference Centre, Kesgrave War Memorial Community Centre, Twelve Acre Approach, Kesgrave, Ipswich, Suffolk, IP5 1JF	Chair	Verbal	To note	4.30

Distribution: Committee members

Contact details: Ann Filby, Trust Secretary

Jonathan Baker, Committee and Membership Secretary, FT.Membership@esneft.nhs.uk

Meeting actions:	
Approval	Positive resolution required/agreement to action or option proposed
Assurance	Various sources of information reviewed to confirm a position; does report demonstrate that requirements are being met and full assurance is provided
Discussion	When seeking members' views, potentially ahead of a final course of action being agreed
Decision	When being asked to choose between alternative courses of action
To Note	No discussion required. Update to ensure sufficient knowledge on subject matter for which meeting is responsible