

Council of Governors

**A meeting will be held between 2-5pm on Wednesday 13 March 2024, at
Kesgrave Community Centre, Twelve Acre Approach, Ipswich, IP5 1JF**

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	Helen Taylor, Chair	Verbal	To note	2pm
2	Declarations of Interest	All	Attached	To note	
3	Minutes of the meeting held on 6 December 2023	Chair	Attached	Approval	
4	Matters arising from the minutes	Ann Filby, Trust Secretary	Attached	Discussion	
5	Report from the Trust Chair	Chair		To note	
Assurance and Accountability					
6	Chief Executive's briefing on Trust activities	Angela Tillett, Deputy Chief Executive		Discussion	2.15
7	Staff Survey	Director of People and Organisational	Attached	Discussion	2:30
8	Board Proceedings Report	George Chalkias, Director of Governance	Attached	Assurance	2.45
9	Verbal reports from Board Committees	Governor observers		Discussion	2.50
	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				
10	Report from Lead Governor	Helen Rose, Lead Governor	Attached	Discussion	3:00
Governance					
11	Annual Members' Meeting minutes 21 February 2024	Trust Chair	Attached	Approval	3:10

No	Item	Lead		Action	Est'd Time
12	Council Elections timetable	Trust Secretary	Attached	To note	
13	Meeting dates 2024/25	Trust Secretary	Attached	To note	
Break					
Appointments and performance					
14	Lead Governor Election	Trust Secretary	Attached	Approval	3.20
15	Non-Executive Director recruitment	Chair/Trust Secretary	Attached	Approval	
16	Chair and Non-Executive Director performance reviews 2023/24	Trust Secretary	Attached	Approval	
Membership and engagement					
17	Membership and Engagement Working Group update	Martin Nixon, Chair of Working Group Trust Secretary	Attached	Discussion	
18	Governor Activities Update	Governors		Discussion	
Briefing					
19	Electronic Patient Record and Digital Strategy	Mike Meers, Director of Digital and Logistics	Attached	Discussion	4.10
Public questions					
20	Questions from members of the public present	Chair		Discussion	4.55
21	Date of next meeting: Thursday 20 June 2024, Colchester	Chair		To note	5.00

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