

## Council of Governors

13 March 2023

<b>Report Title:</b>	<b>Board Proceedings report</b>
<b>Executive/NED Lead:</b>	George Chalkias, Director of Governance
<b>Report author(s):</b>	Ann Filby, Trust Secretary Tina Terry, Board and Committee Secretary

Approval

Discussion

Information

Assurance

### Executive summary

To support the Council of Governors in discharging its responsibility to hold the Board to account, through the Non-Executive Directors, a summary of matters discussed at the Board meeting held in public on 11 January 2024 is presented.

The Council is gently reminded that it is not authorised to alter or reinforce the Board's decisions, but that it can hold the Non-Executive Directors to account for them, by way of explanation and discussion.

### Action requested of the Council

The Council is invited to note the proceedings and decisions of the Board.

## **Report of Board proceedings**

This report is provided to support the Council of Governors in understanding the matters considered and key decisions taken at the Board meeting held in public in January 2024; but it is not intended to substitute the formal minutes of the proceedings.

Governors have access to the papers for the meetings of the Board held in public, which are published on the Trust website and are available through this link:

[January 2024 Board meeting papers - East Suffolk & North Essex NHS Foundation Trust \(esneft.nhs.uk\)](https://esneft.nhs.uk)

Governors also can attend and observe meetings of the Board held in public and are encouraged to attend at least one meeting of the Board in each year, to support themselves in understanding how the Board works as part of the discharge of their responsibilities.

Issue	Summary	Actions agreed
Chair's update	<p>The Chair provided an update on key matters:</p> <ul style="list-style-type: none"> <li>• The next phase of our digital journey with several big projects coming to fruition this year.</li> <li>• Opening of the Dame Clare Marx building and the Urgent Treatment Centre and theatre suite at Ipswich later in the year.</li> <li>• External recognition of the Trust and the chair of our LGBTQ plus network. Jaypee Palis has been recognised as one of the 75 ethnic minority leaders at the National BAME health and care awards, with a particular project on colour-blindness.</li> <li>• 650 people signed up to the 20 January recruitment open day.</li> <li>• The next phase of the redevelopment of the children's department had opened, and the third phase is underway and will be complete by the summer. The second phase has got the treatment room and the new high dependency bay.</li> <li>• The first endoscopy patient was treated with the new x-ray machine in the diagnostic centre in Clacton resulting in saving an estimated 250,000 inpatient journeys, with thanks to the League of Friends.</li> <li>• Success with the rehabilitation scheme in the Cancer Care Awards, helping people and patients to optimise their health before treatment, and being recognised as a partnership of the year in the HTA digital awards.</li> </ul>	The Board received and noted the verbal update.
Chief Executive's update	<p>The Chief Executive provided an update on key operational matters:</p> <ul style="list-style-type: none"> <li>• The importance of the Board considering how to manage the regulatory expectations against the things that really matter to patients and those we serve.</li> <li>• Locally, a lot of work has been undertaken in terms of estate since the merger.</li> <li>• Extraordinary waiting lists, exacerbated by industrial action which may continue to run and not be resolved within this parliament.</li> <li>• The NHS and the public sector more generally will be under huge scrutiny in terms of governance and accountability.</li> </ul>	The Board received and noted the verbal and written update.
	<p>The Chief Medical Officer and Deputy Chief Executive updated on the following:</p> <ul style="list-style-type: none"> <li>• The longest period of junior doctors' industrial action, and the focus on clinical priority with a system approach, working very closely with our ambulance services.</li> <li>• Fundamentals of care, the shared decision making and clinical decisions with patients, working with our community providers on advanced care planning.</li> <li>• Outpatient work is going from strength to strength.</li> <li>• The additional mental health support, general advice, housing advice which has been taken up by approximately 20% of patients.</li> </ul>	

Issue	Summary	Actions agreed
Integrated performance	<p>A revised format for the agenda saw a new integrated performance section. Key Issues Reports from Board Committees:</p> <ul style="list-style-type: none"> <li>• Quality and Patient Safety Committee 14 and 20 December</li> <li>• Performance and Finance Committee 29 November and 20 December</li> <li>• People and Organisational Development Committee 15 November.</li> </ul> <p>Discussion was led by the Committee Chair and Executive Lead. Debate then followed in relation to the reports.</p>	The Board received and noted the report
Maternity transformation	<p>The Director of Midwifery, Divisional Director and Clinical Director for Obstetrics attended to assure the Trust Board of the position in relation to the year 5 Maternity Incentive Scheme as part of the Clinical Negligence Scheme for Trusts (CNST) and to seek that the Declaration Form for the year 5 MIS to be approved by Board and signed by the Chief Executive. The presentation discussed all of the safety actions and compliance with each. The Board also received a recommendation from the Chair, Quality and Patient Safety Committee, to approve the CNST submission.</p>	<p>The Board received and approved:</p> <ul style="list-style-type: none"> <li>• The Q2 ATAIN report,</li> <li>• The Mat Neo surveillance report</li> <li>• The updated clinical workforce paper following completion of the required audits</li> <li>• Sign off the Saving Babies Lives Care Bundle</li> <li>• And the signing of the MIS declaration form by the Chief Executive.</li> </ul>
ESNEFT as an Anchor Organisation	<p>The Director of Finance presented the updated dashboard. It included a full update for all qualitative sections in line with the metrics agreed with the Integrated Care Board, based upon the output from the UCL Partners Anchors toolkit published in July.</p>	The Board received and noted the report
Green Plan	<p>Presented for approval by the Director of Estates and Facilities on the holistic approach and to consider sustainability through social, economic, and environmental aspects, with a focus on net zero emissions by 2050. Considering sustainability in business planning with a focus on electric vehicles, and the importance of focusing on scope three emissions in healthcare, particularly in medical procurement and travel.</p>	That the Board received and approved the plan and note the plans for further development of a wider sustainability strategy over the next 12 months.

Issue	Summary	Actions agreed
Workforce Safeguards Report	<p>Presented for approval by the Chief Medical Officer, Chief Nurse and Director of People and Organisational Development.</p> <p>The report was run during the industrial action period, and the team was working on triangulating data to better understand patient acuity and staffing needs. The aim is to improve the matron's ability to make staffing decisions on a day-to-day basis.</p>	<p>That the Board</p> <ul style="list-style-type: none"> <li>• Approved the Executive Team's assessment of assurance against the workforce safeguard indicators.</li> <li>• Confirmed the continued delegation of ongoing monitoring of workforce safeguards to the quarterly People and Organisational Development Committee, with relevant items being escalated to the Trust Board of Directors as required.</li> <li>• Noted the appropriate operational oversight of delivery against actions through Executive-led corporate groups.</li> </ul>
Trust Constitution	<p>Received for approval, presented by the Director of Governance</p> <p>The Council of Governors had endorsed the four proposals relating to composition of the Council of Governors and the electoral system used to elect governors, including changes to staff and stakeholder constituencies. The following elements were highlighted:</p> <ul style="list-style-type: none"> <li>• The term of office for lead governor increased from 12 months to a 3-year term, with a limit of 6-years, to align with Non-Executive Director requirements.</li> <li>• Governor election voting system changed from First Past the Post to Single Transferable Vote. Implementation can lead to more diverse elections, and this means that all votes count. It will also ensure the Trust was not an outlier in using its current voting system.</li> <li>• Staff constituency sub classes for Colchester and Ipswich to be replaced with a single ESNEFT constituency and an increase from five to six staff governors.</li> <li>• Appointed governor increase from nine to 10 with the inclusion of representatives from the system voluntary assembly and an organisation to be confirmed that represents community diversity.</li> </ul>	<p>The Board received and approved the constitution as presented.</p>
Board Assurance Framework (BAF)	<p>Presented for assurance by the Director of Governance with additional input from relevant Executive risk owners. The following was highlighted:</p> <ul style="list-style-type: none"> <li>• This was last received at the Board in September 2023.</li> <li>• A Board workshop was delivered.</li> <li>• Risk trend added.</li> <li>• The re-introduction of cancer performance.</li> <li>• Staff survey engagement this year.</li> <li>• Approval of clinical strategy.</li> </ul>	<p>That the Board approved the current version of the BAF, received and noted the report and confirmed that there were no additional risks to add to the risk register this month.</p>