

Council of Governors

A meeting will be held between **2-4.15pm on Tuesday 19 September 2023**

Conference Room, Kesgrave War Memorial Community Centre, IP5 1JF

AGENDA

Quorum: Nine or more governors including at least five Public Governors, one Staff Governors 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 29 June 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	2.35	
8	Verbal reports from Board Committees	Governor observers	Verbal	Discussion	2.45	
	a. Performance Assurance/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	3.00	
Governance						
	There are no items for consideration					
Break						
Appointments and performance					3.15	
10	Appointments and Remuneration Committee Report	Ann Filby, Trust Secretary	Attached	Information		

No	Item	Lead		Action	Est'd Time
11	Non-Executive Director Recruitment	Chair Ann Filby, Trust Secretary	Attached	Approval	
12	Lead Governor Election Process	Ann Filby, Trust Secretary	Attached	Approval	
Membership and engagement					3.25
13	Membership Engagement Plan 2023-24	Ann Filby, Trust Secretary Martin Nixon, Chair of Membership and Engagement Working Group	Attached	Approval	
14	Governor Activities Update	Governors	Verbal	Discussion	
Public questions					
15	Questions from members of the public present	Chair	Verbal	Discussion	4.00
16	Date of next meeting: Wednesday 6 December 2023, 2-5pm, MS Teams	Chair	Verbal	To note	4.15

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