

**Agenda of a General Meeting of the Council of Governors
to be held at 10am on Tuesday 25th March 2014 at
Saxon Hall, Aviation Way, Southend on Sea, SS2 6UN**

07/14 Welcome from the Chairman, and noting of apologies

Opening of the meeting and noting of apologies received.

08/14 Declaration of Conflicts of Interest

To note any declaration of conflicts of interest.

09/14 Minutes of the Previous Meeting

- a) To agree the minutes of the meeting held on 19th September 2013 (*attached*)
- b) Matters arising if not taken below.

10/14 Chief Executive's Report

The Chief Executive, Jacqueline Totterdell, will provide her report by way of presentation

11/14 Quality: Quality Report / Account update

The Chief Nurse, Sue Hardy, will give a presentation regarding this year's Quality Report and Account.

12/14 Governors' Elections 2014

Verbal update from the Secretary as to the position regarding the Governor elections

13/14 Report on Governwell Pilot Training Sessions, attended by Les Catley

For information

14/14 Recommendations from the Education and Training Group

Recommendations (attached) from the Education and Training Group, regarding:
Governor Training
Updated Terms of Reference

15/14 Recommendations from the Governance Group

Recommendation from the Governance Group regarding:
Governors' Code of Conduct

16/14 Recommendations from the Patient, Carer and Experience Group

Recommendation from the Patient, Carer and Experience Group, regarding:
Updated Terms of Reference (attached)

17/14 Recommendations from the Membership, Engagement and Recruitment Group

To consider, discuss and approve five recommendations relating to the future of Governor Engagement (report with recommendations, attached)

18/14 Items requested by Governors for inclusion on the agenda

Discussion: How can the task of fulfilling Governors duty to engage with public and members be facilitated? (David Hobbs)

Discussion: "Processes for obtaining effective involvement and agreement of the Council of Governors" (Joe Cooke)

19/14 Membership of Committees/Groups

To note the most recent membership details of committees/groups and to confirm any amendments (list attached).

20/14 Reports From Committees/Groups

No written reports received from Committee Chairs for this meeting.

(Should Committee Chairs wish to provide short interim verbal reports, would they please inform the Secretary before the day of the meeting?)

21/14 Any other pertinent business

Please advise the Chairman or Secretary of any issues before the meeting

22/14 Dates of Forthcoming Board of Governor Meetings

Thursday 22 May 2014: 1400hrs, Saxon Hall, Aviation Way, Southend on Sea, SS2 6UN

Wednesday 9 July: 100hrs, Saxon Hall, Aviation Way, Southend on Sea, SS2 6UN

Questions from Governors and members of the public will be taken at the end of each item.

The Council of Governors will go into a short private session at this point.

Governors are reminded that a training session for Governors will take place after the Council meeting. Attendance records will be taken.