

**Agenda of a General Meeting of the Council of Governors
To be held at 10am on Thursday 18th April 2013 at
The Rayleigh Club (formerly known as Lords Country Club),
Hullbridge Road, Rayleigh, Essex SS6 9QS**

15/13 Welcome from the Chairman, and noting of apologies

Opening of the meeting and noting of apologies received.

16/13 Declaration of Conflicts of Interest

To note any declaration of conflicts of interest.

17/13 Minutes of the Previous Meeting

- a) To agree the minutes of the meeting held on 5 February 2013 (*attached*)
- b) Matters arising if not taken below.

18/13 Foundation Trust Governors Association

Reports from:

- a) FTN / FTGA Recruitment Workshop, 1 February 2013, attended by Governors Frank Haysom and Geraldine Alward (*attached*)
- b) FTGA 'Experienced Governor, New Challenges' Conference, 13 February 2013, attended by Trust Secretary Anna Milanec and Head of Comms, Claire Hankey (*attached*)

FTGA National Development Day, 14 March 2013, attended by:

- c) Governor Elaine Blatchford, reporting on a session given by Jamie Reed MP, Shadow Health Minister (*attached*);
- d) Governors Judith Craven and Mark Gillett, reporting on a panel session entitled 'FTGA Directors in Crisis Hit Trusts' (*attached*);
- e) Governor Linda Cook, reporting on a breakout session entitled, 'Your relationship with the Board in times of trouble' (*attached*);
- f) Governor Geraldine Alward, reporting on a breakout session entitled, 'How can Governors help avert a crisis' (*attached*);
- g) Trust Secretary Anna Milanec, reporting on a presentation given by Robert Francis QC (*attached*);

- h) Head of Communications, Claire Hankey, reporting on a presentation given by Richard Douglas, Director General of Policy, Strategy and Finance (attached);

The above item will be followed by general discussion regarding Governors' attendance at external events, and sharing of learning experiences

19/13 Membership of Committees/Groups

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

20/13 Reports From Committees/Groups

*If any Committee Chairs would like to make a verbal report, please advise the Chairman **before** the day of the meeting.*

- a) Editorial Advisory Board
- b) Education and Training Group
- c) Governance Committee
- d) Membership (Engagement & Recruitment) Group
- e) Patient and Carer Experience Group
- f) Search & Appointments Committee
- g) Strategy Group
- h) Worker Governor Group
- i) NEDs and Governors' Group

21/13 Recommendation from the Governance Committee

Recommendation from the Governance Committee, regarding appointment of External Auditors (attached)

22/13 Recommendation from the Search and Appointments Committee

Recommendation from the Search and Appointments Committee, regarding Non-Executive Directors (attached)

23/13 Election of a new Vice Chair of Governors, and a new Lead Governor

Verbal discussion as to new appointments

24/13 Governors' Elections 2013

Verbal update from the Secretary as to the position regarding nominations

25/13 The new NHS Landscape

Presentation from the Chair and Trust Secretary covering matters such as:
Government's response to the Francis Report
The new licensing regime – and what this means for the Trust
Updated NHS Constitution
The Trust's Constitution

Executive Reports to Council:

26/13 **Chief Executive's Report**

The Chief Executive, Jacqueline Totterdell, will provide her report (attached)

27/13 **Quality: Quality Report / Account update**

The Chief Nurse, Sue Hardy, will give a presentation providing an update with this year's Quality Report and Account

28/13 **Corporate Objective: Education, Research & Innovation-investing in the future**

The Medical Director, Mr Neil Rothnie, will give a presentation showing the Trust's progress and future issues with the fourth of its corporate objectives

29/13 **Staff Survey 212/13**

The Director of HR, Sandra Le Blanc, will give a presentation with the results of the latest, national staff survey (see attached report)

30/13 **Any other pertinent business**

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

31/13 **Dates of Forthcoming Board of Governor Meetings**

Thursday 23rd May 2013: 1400hrs, The Rayleigh Club (Lords Golf and Country Club Hotel)

Thursday 19th September 2013 (AGM): 100hrs, The Rayleigh Club (Lords Golf and Country Club Hotel)

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

The Council of Governors will go into private session at this point: