








*As a foundation trust, we have a constitutional requirement to hold Council of Governors meetings in public. To achieve this, the hybrid Council of Governors meetings will be held in person and via MS teams shared live so that members of the public can view them. Governors taking part in the meeting may therefore be seen during the broadcast. Meetings will be removed following the conclusion of the meeting. MS Teams Recordings are kept only for the purpose of completing minutes and will be deleted.*

Notice is hereby given of  
Sheffield Health and Social Care NHS Foundation Trust's  
Council of Governors to be held on Wednesday 16 October 2024 from  
3.00pm-5.05pm. ***This public meeting follows the confidential meeting from 2.30-3pm.***

**This will be a hybrid meeting taking place in room 2.1 at Centre Court and on MS  
Teams**

## PUBLIC AGENDA

V = Verbal  = Attachment

Time	No	Description	Brought by
3.00	01	<b>Welcome and Apologies Declarations of Interest</b>	V Sharon Mays Chair
	02	<b>Minutes of the public Council of Governors meeting held on 20 June 2024</b>	 Sharon Mays Chair
	03	<b>Matters arising and action log for receipt in October 2024</b>	 Sharon Mays Chair
3.05	04	<b>Chair Report</b>	V Sharon Mays Chair
3.15	05	<b>Board Update Report</b>	 Non-Executive Directors
3.25	06	<b>Learning Disability Update</b>	 Dr Helen Crimlisk and Neil Robertson
3.40	07	<b>Feedback from Governors from constituencies and any key meetings attended</b>	V Sharon Mays Chair
3.55	08	<b>Nomination and Remuneration Committee Report</b> <ul style="list-style-type: none"> <li>• NED succession planning update</li> <li>• NRC Chair of committee (presentation to be circulated for information only)</li> </ul>	 Sharon Mays Chair
<b>4.00 BREAK</b>			
4.10	09	<b>Electronic Patient Record (EPR)</b>	 Anne Dray, Non-Executive Director Phillip Easthope Director of Finance

Time	No	Description	Brought by
			Chris Reynolds, Chief Digital information offer (CDIO)
4.20	10	<b>Operational Plan 2024-25</b> Progress update on delivery of this years priorities	Jason Rowlands Deputy Director of Strategy and Planning
4.30	11	<b>Mental Health Legislation Chair of Committee (MHLC) Presentation</b> (i) MHLC presentation (ii) MHLC background reading – circulated for information	Olayinka Monisola Fadahunsi- Oluwole) Non-Executive Director
4.40	12	<b>Quality Assurance Committee Chair of committee presentation</b> (i) Presentation (ii) Background reading - circulated for information	Heather Smith Non-Executive Director
4.50	13	<b>Governance Report</b> <ul style="list-style-type: none"> <li>• Lead Governor role outcome confirmation</li> <li>• Deputy lead governor process</li> <li>• Membership, inclusion, engagement strategy update</li> <li>• Annual submission of FFPT for board members.</li> <li>• Values into Behaviours</li> </ul>	Deborah Lawrenson Director of Corporate Governance
5.00	14	<b>Any Other Business</b>	Sharon Mays Chair
	15	<b>Reflections on the meeting effectiveness</b> Consideration of any preferences or unconscious bias that could have influenced our decisions/discussions	Sharon Mays Chair
<b>5.05pm CLOSE</b>			
<b>ITEMS FOR INFORMATION ONLY</b>			
<ul style="list-style-type: none"> <li>• 16 (i) Council of Governors Calendar of meetings, workshops and events 2024-25</li> <li>• 16(ii) Council of Governors Work programme 2024-2025</li> </ul>			

## Dates of Future Meeting

### Governor Council of Governor meetings 2024-25

- 25 February 2025 2.30pm to 5pm

Confirmation of attendance and apologies to: [governors@shsc.nhs.uk](mailto:governors@shsc.nhs.uk)

