

**East London NHS Foundation Trust  
Covid-19 Council of Governors Engagement Plan (updated 5 June 2020)**

Suggestion	Requirements	Actions/responsible
We will aim to hold future Council meetings (May/possibly July) by virtual means	<ul style="list-style-type: none"> <li>• Suitable platform for virtual meeting</li> <li>• Platform needs testing ahead of meeting</li> <li>• Ensure equitable access for all governors (video/telephone)</li> <li>• Agenda of Council of Governors (CoG) meeting to focus on essentials</li> <li>• Papers to be prepared and shared early to ensure good preparations and questions to be submitted in advance (if possible)</li> <li>• Hold <i>Shaping the Future</i> workshop with governors to discuss how the Trust will rebalance following Covid-19 emergency; governors to be involved in any public engagement around this theme</li> </ul>	<p>Zoom; WebEx</p> <p>Set up testing sessions; important to start sessions 15mins early to sort out connectivity issues</p> <p>Requires video and dial-in access; Trust iPads with internet access distributed to some governors to ensure equitable access</p> <p>First online CoG meeting held May 2020 with focus on strategic items and statutory decisions</p> <p>Series of questions on papers and wider matters submitted by governors in advance of the meeting</p> <p>Workshop held late May; 20+ Governors, Interim Chair, Chair Designate, Chief Quality Officer (CQO), Director of Integrated Care; Assoc Director of Corporate Governance</p> <p>6+ pages of feedback collated by CQO, to be discussed at Council in July</p>
Provide information and assurance for governors	<ul style="list-style-type: none"> <li>• Current ad-hoc updates of topical information to continue</li> <li>• Regular updates to be provided on Trust developments; regular updates on Covid-19 management</li> <li>• Governors to be invited to virtual Board meetings – encouraged to send in questions in advance (or through the chat facility)</li> <li>• Short overview on Board discussions/decisions</li> </ul>	<p>Regular emails inc. NHS Providers briefings, etc</p> <p>Trust Covid-19 briefings for staff and Chief Medical Officer (CMO) updates shared with Governors</p> <p>Establishing local briefing sessions with borough directors for governors</p> <p>Recent online Board meeting had very high governor attendance (see above)</p> <p>Ongoing</p>

	<p>following each Board meeting; also on website for members and the public</p> <ul style="list-style-type: none"> <li>• Continue plans for WebEx meeting with Governors and Eileen Taylor, Interim Chair, for 22 April 2020</li> <li>• Focus on clear and transparent reports to highlight and provide assurance on process, Governors' requirements and/or statutory responsibilities process</li> <li>• Remind governors of opportunity to submit enquiries</li> <li>• Remind governor of importance of their feedback to Gov/members Office about what they experience, or hear from members/public</li> </ul>	<p>WebEx meeting with Interim Chair completed; now eight sessions set up with new Chair, Mark Lam, and 32 governors; Mark Lam to attend Open Forum in June</p> <p>Reports are provided as part of Committee and/or Board agendas - give example of Chair appointment recommendation paper, inclusion of Governors in CEO recruitment process</p> <p>Significant increase in enquiries and feedback from governors Very constructive feedback received from governors with impact, eg rewrite of parts of Trust magazine to include emergency contacts; feedback on Covid-19 testing for staff etc</p>
Communication	<ul style="list-style-type: none"> <li>• Use governor updates as template for membership updates (less details, less regular, but remain in touch via email/on Website)</li> <li>• Lead governor to offer weekly telephone sessions for governors to contact her with any issues or concerns; ZH to feed back issues to Gov/Mem Office; Office to feed back to governor</li> <li>• Use governor2governor contact to check on each other (and feed back to office any issues, but respecting confidences)</li> <li>• Ask governors to identify local sources of support and share</li> </ul>	<p>Being developed; but planning to restart online Stakeholder Meetings with our members</p> <p>This has not turned out to be required as plenty of other opportunities for governors to speak with each other and engage. Offer to governors in constituencies to meet in Zoom meetings</p> <p>Happening informally between governors and between governors and Trust staff</p> <p>Governors involved in Trust workstreams eg Population Health, Trust as Anchor etc to feed in their knowledge.</p>

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	<ul style="list-style-type: none"><li>• Set up regular video meetings as an offer for Governor (for specific themes or social gathering as required)</li></ul>	Fortnightly (one weekend call, one weekday call) arranged supported by Corp Governance Manager; these are very important for some governors to remain socially engaged
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