



Meeting of the Foundation Trust Council of Governors
Friday 5th December, 11.00am

Mecure Hotel, Christleton, Chester
Part 1

Item No	Title of item	Objectives/desired outcome	Process	Item presenter	Time allocated to item
2014/15/74	Welcome, apologies for absence and quoracy	Receive apologies and confirm quoracy.	Verbal	Deputy Chair	1100 (1 min)
2014/15/75	Meeting guidelines	Receive meeting guidelines.	Written guidelines	Deputy Chair	1101 (1 min)
2014/15/76	Declarations of interest	Identify and avoid conflicts of interest.	Verbal	Deputy Chair	1102 (1 min)
2014/15/77	Chair's announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Deputy Chair	1103 (5 mins)
2014/15/78	Lead Governor's Announcements	Lead Governor to update Governors on key issues.	Verbal	Lead Governor	1108 (5 mins)
2014/15/79	Chief Executive's Announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Chief Executive	1113 (5 mins)
2014/15/80	Minutes of the previous Council of Governors Meetings held 5th September 2014	Confirm as an accurate record the minutes of the previous meeting.	Written	Deputy Chair	1118 (2 mins)

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2014/15/81	Matters arising & action points	Request and provide updates in respect of ongoing items not elsewhere on the agenda, to ensure progress.	Written	Deputy Chair	1120 (5 mins)
2014/15/82	CoG Annual Business Cycle 2014/15	Confirm that agenda items provide assurance that the Council of Governors is undertaking its duties.	Written	Deputy Chair	1125 (2 mins)
2014/15/83	Governor Election update	To brief Governors on the by election	Written	Corporate Affairs Officer	1127 (5 mins)
2014/15/84	<p>Council of Governors Sub-committee/Group Reports/minutes/notes</p> <p>a) Membership and Development sub-committee (meeting of 1st October -draft)</p> <p>b) Scrutiny sub-committee (meetings of 17th October 2014- draft)</p> <p>c) Involvement Taskforce 11th September 2014 Minutes (draft)</p> <p>d) Nominations Committee (Meeting of the 21st August 2014 minutes)</p>	To receive the final minutes of the previous sub group meetings.	Written Minutes/Notes	Sub-Committee Chairs	1132 (5 mins)

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2014/15/85	Governor Question Time	Provide an opportunity for Governors to ask questions.	Verbal	Deputy Chair / all	1137 (5 mins)
2014/15/86	Motions or Agenda Items on Notice	To receive 'Motions on Notice.'	Verbal	Deputy Chair/all	1142 (3 mins)
2014/15/87	Review of risk impact of items discussed	Consider any items of particular risk.	Verbal	Deputy Chair	1145 (3 mins)
2014/15/88	Feed back from meeting - review the effectiveness of the meeting (achievement of objectives/desired outcomes and management of time)	Review the effectiveness of the meeting (achievement of objectives/desired outcomes and management of time).	Verbal	Deputy Chair / all	1148 (2 mins)
2014/15/98	Date, time and place of next meeting: Thursday 22nd January 2015, 11.00am Mecure Abbots Well Hotel, Christleton	Confirm arrangements for next meeting.	Verbal	Deputy Chair	(END)

Part 2- Governors Only (with Trust officers)

Item No	Title of Item	Objectives Desired/ Outcome	Process	Item presenter	Time allocated to item
2014/15/90	Chair's Appointment	To consider timescales for Chair's appointment	Written	Lead Governor	1150 (20 mins)