



Meeting of the Foundation Trust Council of Governors
Friday 24th July
13.30
Sycamore House, Ellesmere Port

Item No	Title of item	Objectives/desired outcome	Process	Item presenter	Time allocated to item
2015/16/21	Welcome, apologies for absence and quoracy	Receive apologies and confirm quoracy.	Verbal	Chair	1330 (1 min)
2015/16/22	Meeting guidelines	Receive meeting guidelines.	Written guidelines	Chair	1331 (1 min)
2015/16/23	Declarations of interest	Identify and avoid conflicts of interest.	Verbal	Chair	1332 (1 min)
2015/16/24	Chair's announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Chair	1333 (10 mins)
2015/16/25	Lead Governor's Announcements	Lead Governor to update Governors on key issues.	Verbal	Lead Governor	1343 (10 mins)
2015/16/26	Chief Executive's Announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Chief Executive	1353 10 mins)
2015/16/27	Minutes of the previous Council of Governors Meetings held 7 th April 2015	Confirm as an accurate record the minutes of the previous meeting.	Written	Chair	1403 (2 mins)

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2015/16/28	Matters arising & action points	Request and provide updates in respect of ongoing items not elsewhere on the agenda, to ensure progress.	Written	Chair	1405 (3 mins)
2015/16/29	Council of Governors 2015/16 Business Cycle	Confirm that agenda items provide assurance that the Council of Governors is undertaking its duties.	Written	Chair	1408 (2 mins)
2015/16/30	Annual Report, Accounts and Quality Account 2014/15 (previously circulated 8.7.15) http://www.cwp.nhs.uk/reports/2817-annual-report-and-accounts-2014-15	Governors to receive the Annual Report, Accounts and Quality Account for 2014/15	Written	Sue Suchoparek-KPMG (External Audit) Deputy Director of Finance	1410 (20 mins)
2015/16/31	Feedback from CQC inspection	Provider feedback to Governors on recent Trust CQC inspection	Written	Chief Executive	1430 (15 mins)
2015/16/32	Update on the CAMHS development	Brief Governors on the CAMHS development	Presentation	Head of Estates	1445 (15 mins)
10 minute break 1500 - 1510					
2015/16/33	Annual Election update	Update on the plans for the summer election process	Presentation	Corporate Affairs Manager	1510 (5 mins)
2015/16/34	Proposed amendments to the Constitution	To consider proposed amendments to the Trust Constitution	Written	Rob Robertson, Chair of M&D subcommittee	1515 (15mins)

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2015/16/35	Appraisal of Council of Governors subcommittees	Update on the outcomes of subcommittee 14/15 appraisals	Written	Corporate Affairs Manager	(1530) 5 mins
2015/16/36	Council of Governors Sub-committee/Group minutes/notes a) Membership and Development sub-committee minutes of meeting held 3 rd June 2015 and terms of reference b) Scrutiny sub-committee (draft) minutes of meeting held 10 th June 2015 and terms of reference c) Involvement Taskforce minutes of the meeting held 8 th April 2015 and Involvement and Recovery future work d) Nominations Committee minutes of meeting held 15 th May 2015 and approval of terms of reference	To review and approve the final minutes of the previous sub group meetings.	Written Minutes/Notes	Governor Sub-Committee Chairs	1535 (5 mins)
2015/16/37	Governor Question Time	Provide an opportunity for Governors to ask questions	Verbal	Chair / all	1540 (10 mins)
2015/16/38	Motions or Agenda Items on Notice	To receive 'Motions on Notice.'	Verbal	Chair/all	1550 (3 mins)

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2015/16/39	Review of risk impact of items discussed	Consider any items of particular risk.	Verbal	Chair	1553 (3 mins)
2015/16/40	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	Chair / all	1556 (2 mins)
2015/16/41	Date, time and place of next meeting: Friday 4th September 2015 at Sycamore House, Ellesmere Port	Confirm arrangements for next meeting.	Verbal	Chair	1558