



Meeting of the Foundation Trust Council of Governors

Monday 7th July 2014, 1.00pm

Mecure Hotel, Christleton, Chester

| Item No | Title of item | Objectives/desired outcome | Process | Item presenter | Time allocated to item |
|------------|----------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------|-----------------|------------------------|
| 2014/15/25 | Welcome, apologies for absence and quoracy | Receive apologies and confirm quoracy. | Verbal | Chair | 1300 (1 min) |
| 2014/15/26 | Meeting guidelines | Receive meeting guidelines. | Written guidelines | Chair | 1301 (1 min) |
| 2014/15/27 | Declarations of interest | Identify and avoid conflicts of interest. | Verbal | Chair | 1302 (2 mins) |
| 2014/15/28 | Chair's announcements | Announce items of significance not elsewhere on the agenda. | Verbal | Chair | 1304 (10 mins) |
| 2014/15/29 | Lead Governor's Announcements | Lead Governor to update Governors on key issues. | Verbal | Lead Governor | 1314 (5 mins) |
| 2014/15/30 | Chief Executive's Announcements | Announce items of significance not elsewhere on the agenda. | Verbal | Chief Executive | 1319 (5 mins) |
| 2014/15/31 | Minutes of the previous Council of Governors Meetings held 17th April 2014 | Confirm as an accurate record the minutes of the previous meeting. | Written | Chair | 1324 (5 mins) |

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| 2014/15/32 | Matters arising & action points | Request and provide updates in respect of ongoing items not elsewhere on the agenda, to ensure progress. | Written | Chair | 1329 (10 mins) |
| 2014/15/33 | CoG Annual Business Cycle 2014/15 | Confirm that agenda items provide assurance that the Council of Governors is undertaking its duties. | Written | Chair | 1339 (1 min) |
| 2014/15/34 | Non-Executive Director Appointment | To discuss and approve Non-Executive Director appointment | Verbal | Chair | 1340 (20 mins) |
| 2014/15/35 | Senior Independent Director Appointment | To discuss and note the appointment of the Senior Independent Director | Verbal | Chair | 1400 (10 mins) |
| 2014/15/36 | Trust 5 year Strategic Plan 2014/19 | To note the submission of the Trust Strategic Plan 2014/19 as required by Monitor | Presentation | Director of Finance | 1410 (20 mins) |
| Break 1430-1445 | | | | | |
| 2014/15/37 | 2014 Governor Election Update | To update on the 2014 election process | Written | Corporate Affairs Officer | 1445 (10 mins) |

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| 2014/15/38 | Update on Closing the Gap: national initiatives to reduce incidents of restraint | To update on CWP involvement in the national strategy | Verbal | Stanley Mayne, Public Governor Wirral | 1455 (10 mins) |
| 2014/15/39 | Quality Account 13/14 - Auditors final report to Governors | To receive the final Auditor's report on the Quality Account 2013/14 | Written | Ben Cruse, PwC | 1505 (15 mins) |
| 2014/15/40 | Feedback from Governor training | To feedback from recent Governor training | Verbal | Governors | 1520 (10 mins) |
| 2014/15/41 | <p>Council of Governors Sub-committee/Group minutes/notes</p> <p>a) Membership and Development sub-committee (meetings of 2nd April 2014 and 4th June 2014)</p> <p>b) Scrutiny sub-committee (meeting of 15th April)</p> <p>c) Involvement Taskforce (meeting of 13th March 2014)</p> <p>d) Nominations Committee (meeting of 17th March 2014 and approval of revised Terms of Reference.</p> | To review and approve the final minutes of the previous sub group meetings. | Written Minutes/Notes | Sub-Committee Chairs | 1530 (5 mins) |

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| 2014/15/42 | Governor Question Time | Provide an opportunity for Governors to ask questions. | Verbal | Chair / all | 1535 (10 mins) |
| 2014/15/43 | Motions or Agenda Items on Notice | To receive 'Motions on Notice.' | Verbal | Chair/all | 1545 (5 mins) |
| 2014/15/44 | Review of risk impact of items discussed | Consider any items of particular risk. | Verbal | Chair | 1550 (5 mins) |
| 2014/15/45 | 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 | 1555 (5 mins) |
| 2014/15/46 | Date, time and place of next meeting: Tuesday 9th September 2014 Mecure Hotel, Christleton | Confirm arrangements for next meeting. | Verbal | Chair | (END) |