



Meeting of the Foundation Trust Council of Governors
Friday 4th September 2015
10.00
Sycamore House, Ellesmere Port

Item No	Title of item	Objectives/desired outcome	Process	Item presenter	Time allocated to item
2015/16/42	Welcome, apologies for absence and quoracy	Receive apologies and confirm quoracy.	Verbal	Chair	1000 (1 min)
2015/16/43	Meeting guidelines	Receive meeting guidelines.	Written guidelines	Chair	1001 (1 min)
2015/16/44	Declarations of interest	Identify and avoid conflicts of interest.	Verbal	Chair	1002 (1 min)
2015/16/45	Chair's announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Chair	1003 (10 mins)
2015/16/46	Lead Governor's Announcements	Lead Governor to update Governors on key issues.	Verbal	Lead Governor	1013 (10 mins)
2015/16/47	Chief Executive's Announcements	Announce items of significance not elsewhere on the agenda.	Verbal	Deputy Chief Executive/ Director of Finance	1023 10 mins)
2015/16/48	Minutes of the previous Council of Governors Meetings held 24 th July 2015	Confirm as an accurate record the minutes of the previous meeting.	Written	Chair	1033 (2 mins)

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2015/16/49	Matters arising & action points	Request and provide updates in respect of ongoing items not elsewhere on the agenda, to ensure progress.	Written	Chair	1035 (3 mins)
2015/16/50	Council of Governors 2015/16 Business Cycle	Confirm that agenda items provide assurance that the Council of Governors is undertaking its duties.	Written	Chair	1038 (2 mins)
2015/16/51	CWP CQC inspection	Provider feedback to Governors on recent Trust CQC inspection	Verbal	Deputy Chief Executive/ Director of Finance	1040 (20 mins)
2015/16/52	CWP Mutuals in Health update	To update Governors on Trust mutuals development	Written	Director of People and OD	1100 (20mins)
2015/16/53	Zero Harm strategy: year 1 outcomes	To update on progress of Trust Zero Harm strategy	Report/ Presentation	Head of Compliance	1120 (20 mins)
10 minute break 1140 - 1150					
2015/16/54	15/16 Financial plan update	To update Governors on financial position	Presentation	Deputy Chief Executive/ Director of Finance	1150 (20mins)
2015/16/55	Annual Election update	Update on the summer election process	Verbal	Head of Corporate Affairs	1210 (5 mins)

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2015/16/56	<p>Council of Governors Sub-committee/Group minutes/notes</p> <p>a) Membership and Development sub-committee (meeting of 2nd July 2015)</p> <p>b) Scrutiny sub-committee (draft minutes of meeting of 11th August 2015) – to follow</p>	To review and approve the final minutes of the previous sub group meetings.	Written Minutes/Notes	Governor Sub-Committee Chairs	1205 (5 mins)
2015/16/57	Governor Question Time	Provide an opportunity for Governors to ask questions	Verbal	Chair / all	1210 (10 mins)
2015/16/58	Motions or Agenda Items on Notice	To receive 'Motions on Notice.'	Verbal	Chair/all	1220 (3 mins)
2015/16/59	Review of risk impact of items discussed	Consider any items of particular risk.	Verbal	Chair	1223 (2 mins)
2015/16/60	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	1225 (2 mins)
2015/16/61	<p>Date, time and place of next meeting:</p> <p>2nd December 2015 at Sycamore House, Ellesmere Port</p>	Confirm arrangements for next meeting.	Verbal	Chair	1227