



Meeting of the Foundation Trust Council of Governors
Thursday 19th January, 13.00-16.00
(Pre-meeting at 12:30 – 13.00)
Ellesmere Port Civic Hall, Civic Way, Ellesmere Port, Cheshire, CH65 0AZ

| Item No | Title of item | Objectives/desired outcome | Process | Item presenter | Time allocated to item |
|-------------|---|---|--------------------|----------------|------------------------|
| 2016/17/101 | Welcome, apologies for absence and quoracy | Receive apologies and confirm quoracy. | Verbal | Chair | (1 min) 13:30 |
| 2016/17/102 | Meeting guidelines | Receive meeting guidelines. | Written guidelines | Chair | (1 min) 13:31 |
| 2016/17/103 | Declarations of interest | Identify and avoid conflicts of interest. | Verbal | Chair | (1 min) 13:32 |
| 2016/17/104 | Exclusion of public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 | To resolve to exclude public and observers as a consequence of the confidential nature of the matters under consideration | Verbal | Chair | (1 min) 13:33 |
| 2016/17/105 | Minutes of the previous Council of Governors Meetings held 1 st December 2016 (Closed and Open). | Confirm as an accurate record the minutes of the previous meeting. | Written | Chair | (2 mins) 13:34 |
| 2016/17/107 | Matters arising & action points | Request and provide updates in respect of ongoing items not elsewhere on the agenda, to ensure progress. | Written | Chair | (5 mins) 13:36 |
| 2016/17/108 | Business Cycle 2016/17 | To note the Council of | Written | Chair | (2 mins) |



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| | | Governors work plan for 2016/17 | | | 13:41 |
| 2016/17/109 | Chair's announcements | Announce items of significance not elsewhere on the agenda. | Verbal | Chair | (15 mins) 13:43 |
| 2016/17/110 | Lead Governor's announcements | Lead Governor to update Governors on key issues. | Verbal | Lead Governor | (5 mins) 13:58 |
| 2016/17/111 | Chief Executive's announcements | Announce items of significance not elsewhere on the agenda. | Verbal | Chief Executive | (15 mins) 14:03 |
| 2016/17/112 | Appointment of Senior Independent Director | Approve appointment of Senior Independent Director | Written | Chair | (10 mins) 14:18 |
| 2016/17/116 | Implementation of Person Centred Framework | To note framework progress | Written | Non-Executive Director/ | (10mins) 14:28 |
| 2016/17/113 | Overview of NED activity | Update on NED activity | Verbal | Non-Executive Director | (10 mins) 14:38 |
| 10 minute break (1448-1458) | | | | | |
| 2016/17/114 | MIAA Governor effectiveness review and recommendations | To note recommendations | Written | Head of Corporate Affairs | (15 mins) 14:58 |
| 2016/17/115 | Review of External Auditor and contract | To approve proposed process | Written | Non Executive Director/ Chair of Audit Committee | (5 mins) 15:13 |
| 2016/17/117 | Mental Health Awareness Campaign | To note campaign plan | Presentation | Communications and PR Manager | (10 mins) 15:18 |

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| 2016/17/118 | <p>Council of Governors Sub-committee/Group minutes/notes</p> <ul style="list-style-type: none"> a. Membership and Development Sub Committee held 16th December 2016 b. Scrutiny Sub Committee held 23rd November 2016 c. Nominations Committee – held 10th November 2016 | To review and approve the final minutes of the previous sub group meetings. | Written Minutes/Notes | Governor Sub-Committee Chairs | (5 mins) 15:28 |
| 2016/17/119 | Governor Question Time | Provide an opportunity for Governors to ask questions | Verbal | Chair / all | (10 mins) 15:33 |
| 2016/17/120 | Motions or Agenda Items on Notice | To receive 'Motions on Notice.' | Verbal | Chair/all | (2 mins) 15:43 |
| 2016/17/121 | Review of risk impact of items discussed | Consider any items of particular risk. | Verbal | Chair | (2 mins) 15:45 |
| 2016/17/122 | Feedback 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 | (1 min) 15:47 |
| 2016/17/123 | <p>Date, time and place of next meeting:</p> <p>Friday 21st April 2017, 13:00, 10.00am Sycamore House, Ellesmere Port</p> | Confirm arrangements for next meeting. | Verbal | Chair | (END) 15:48 |