

# ANNUAL MEMBERS MEETING

## (Including the Council of Governors Meeting) of South Staffordshire and Shropshire Healthcare NHS Foundation Trust

**Wednesday 12<sup>th</sup> September 2012**  
**5.00pm for 6.00pm – 8.30pm**

At The Redwoods Centre, Shrewsbury. Members of the public are welcome to observe.

### A G E N D A

|        |    |  | Introduced by |
|--------|----|--|---------------|
| 5:00pm | 1. | <b>Refreshments, Networking and an opportunity to meet staff and view the stands showcasing the Trust's work and achievements during 2011/12. Tours of The Redwoods Centre will be available from 3.00pm</b> | All           |
| 6.00pm | 2. | <b>Welcome and Apologies</b>   | Steve Jones   |

| Items to be received |    |  |                      |
|----------------------|----|--|----------------------|
| 6.05pm               | 3. | <b>Minutes of the Council of Governors Meeting held on Wednesday 18<sup>th</sup> July 2012</b><br>To receive and approve the minutes   | Steve Jones<br>Enc 1 |
| 6.05pm               | 4. | <b>Matters Arising</b>   | Steve Jones          |
| 6.15pm               | 5. | <b>Governor Member Report on Activities, Events and Achievements</b><br>a) <b>Lead Governor Report</b><br>b) <b>Council of Governors Performance Review Update</b><br>To note the range of activities undertaken by Governor Members since the last meeting and receive reports from sub committees for information. | Tony Price<br>Enc 2  |
| 6.30pm               | 6. | <b>The Redwoods Centre</b>   | Steve Jones          |

| Items to Note and Approve |    |  |  |
|---------------------------|----|--|--|
| 6.40pm                    | 7. | <b>Auditors Report</b><br>To receive the Audit Highlights Memorandum 2010/11 of the External Auditors work carried out on the 2010/11 financial statements.  | Georgina Dickson,<br>KPMG<br>Enc 3       |
| 6.55pm                    | 8. | <b>Trust Performance: Annual Report and Accounts and Quality Accounts 2011/12:</b><br>To receive the annual report and accounts for 2011/12 prior to their presentation to the Annual General Meeting. | Jayne Deaville<br>Therèsa Moyes<br>Enc 4 |

|        |     |  |                      |
|--------|-----|--|----------------------|
| 7.20pm | 9.  | <b>Amendments to the Constitution</b><br>For members and Governors to agree on proposed changes to the Trust's Constitution. | Steve Jones<br>Enc 5 |
| 7.40pm | 10. | <b>Appointment of External Auditors</b><br>For Governors to approve the appointment of the External Auditors                 | Tony Price<br>Enc 6  |

| <b>Items for Discussion or Consultation</b> |     |   |                      |
|---|-----|---|----------------------|
| 7.50pm                                      | 11. | <b>IT Strategy</b><br>The Power of Information and Information Strategy<br>Governor questions and answers session | Pete Kendal<br>Enc 7 |

| <b>Items to Receive in Closed Session</b> |     |   |                     |
|---|-----|---|---------------------|
| 8.25pm                                    | 12. | <b>Report of the Remuneration Committee</b><br>To receive a report of the Remuneration Committee on the appraisal outcomes for the Chair and Non Executive Directors and their recommendations with respect to Non Executive Director remuneration for 2012/13. | Tony Price<br>Enc 8 |
| 8.30pm                                    | 13. | <b>Any Other Business:</b><br>Please note: Any other business should be notified to the Chair at the commencement of the meeting. Acceptance of such items on the agenda will be at the discretion of the Chair.  | Steve Jones         |
| 8.30pm<br>Close                           | 14. | <b>Close and Date of Next Meeting</b><br>Wednesday 23 January 2013  | Steve Jones         |

**Please note:** Given sufficient notice, versions of the above papers can be made available in large print, easy read and audio or in other languages.

#### **Declaration (Extract from Constitution)**

An elected Governor may not vote at a meeting of the Council of Governors unless, before attending the meeting, they have made a declaration in the form specified by the Secretary of the particulars of their qualification to vote as a member of the Foundation Trust and that they are not prevented from being a member of the Council of Governors. An elected Governor shall be deemed to have confirmed the declaration upon attending any subsequent meeting of the Council of Governors, and every agenda for meetings of the Council of Governors will draw this to the attention of elected Governors.

#### **Items in Closed Session**

In accordance with the Council of Governors's Standing Orders that representatives of the press and other members of the public be excluded from a closed session of the meeting having regard to the confidential nature of the business to be transacted, publicity of which would be prejudicial to the public interest (section (2) Public Bodies (Admission to Meetings Act 1960))