

ANNUAL MEMBERS MEETING

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

Wednesday 11th September 2013
5.15pm for 6.15pm – 8.30pm

At The Learning Centre, Corporation Street, Stafford, ST16 3SR

Members of the public are welcome to observe.

A G E N D A

			Introduced by
5:15pm	1.	Refreshments, Networking and an opportunity to meet staff and view the stands showcasing the Trust's work and achievements during 2012/13.	All
6.15pm	2.	Welcome and Apologies	Steve Jones

Items to be received			
6.15pm	3.	Minutes of the Council of Governors Meeting held on Wednesday 24th July 2013 and the notes from the Joint Meeting held on 24th July 2013 To receive and approve the minutes	Steve Jones Enc 1
6.15pm	4.	Matters Arising	Steve Jones
6.20pm	5.	Governor Member Report on Activities, Events and Achievements a) Lead Governor Report b) Council of Governors Performance Review Update c) Update on "Holding to Account" To note the range of activities undertaken by Governor Members since the last meeting and receive reports from sub committees for information.	Tony Price Enc 2

Items to Note and Approve			
6.40pm	6.	Auditors Report To receive the Audit Highlights Memorandum 2011/12 of the External Auditors work carried out on the 2011/12 financial statements.	Matt Elmer Enc 3

6.55pm	7.	Trust Performance: Annual Report and Accounts and Quality Accounts 2012/13: To receive the annual report and accounts for 2012/13 prior to their presentation to the Annual General Meeting.	Jayne Deaville Therèsa Moyes Enc 4
Items for Discussion or Consultation			
7.15pm	8.	RIO: Update on the Implementation of the Trust's Clinical Information System	Pete Kendal Enc 5
7.45pm	9.	Quality Governance Framework	Sara Reeve Enc 6
8.15pm	10.	Any Other Business: 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
8.20pm	11.	Close of Public Meeting and Date of Next Meeting Wednesday 22 January 2013, Learning Centre and Network	Steve Jones

Items to Receive in Closed Session			
8.30pm	12.	Report of the Remuneration Committee 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 2013/14.	Tony Price Enc 7

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)