






## Meeting of the Council of Governors





Wednesday 20 April 2016 at 1730






Lecture Theatre, Blair Bell Education Centre, Liverpool Women's Hospital,  
Crown Street, Liverpool L8 7SS

Refreshments will be available in the Atrium, Blair Bell Education Centre at 1700.

Item no.	Title of item	Objectives/desired outcome	Process	Item presenter	Time allocated to item	CQC Fundamental Standard	Board Assurance Framework Risk
2016/30	Apologies for absence	Receive apologies	Verbal	Chair	1730 (10mins)		
2016/31	Meeting guidance notes  Meeting Attendees' Guidance GOVERNOR	Receive and note	Written guidance	Chair			
2016/32	Declarations of interest – <i>do Governors have any interests to declare?</i>	Identify and avoid conflicts of interest	Verbal	Chair			
2016/33	Minutes of the previous meeting held 27 January 2016  160127 Council of Governors Draft Publi	Confirm as an accurate record the minutes of the previous meeting	Written minutes	Chair			
2016/34	Matters arising and action log – <i>are there any matters arising from the previous meeting?</i>	Provide an update in respect of any	Verbal	Chair			

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	 160420 CoG Public Action log.xlsx	matters arising					
2016/35	Chair's announcements – <i>what significant announcements do the Chair need to make?</i>	Report recent and announce items of significance not elsewhere on the agenda	Verbal	Chair	1740 (10mins)		
<b>MATTERS FOR RECEIPT, RATIFICATION AND APPROVAL</b>							
2016/36	Appointment of Non-Executive Director – <i>the Council to confirm the appointment of a Non-Executive Directors.</i>  Appointment of Trust NEDS March 2016.doc	Approve NED appointments	Written report	Chair	1750 (10mins)	All	All
2016/37	Selection of quality indicator for Quality Report and examination by the external auditors  Council of Governors - Quality Indicator Se	To receive and consider the selection of a quality indicators	Written Report	Medical Director		All	
2016/38	Chairs update report from the Membership Strategy Committee meeting held on 12 April 2016 and the Minutes of the 9 February 2016 meeting.	Receive and review	Written minutes	Committee Chair	1800 (10mins)		

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	 20160209 Membership Strategy						
<b>ITEMS FOR INFORMATION AND DISCUSSION</b>							
2016/39	Francis Report update against actions    03 March 2016 - Annual Francis Updat 03 March 2016 - Annual Francis Updat Francis Report Trust Response.pdf	Receive and discuss	Written report	Director of Nursing & Midwifery	1810 (10mins)	All	All
2016/40	Staff Survey 2015	Receive and note feedback from the 2014 Staff Survey.	Presentation	Director of Workforce & Marketing	1820 (15mins)	Staffing	4A and 4B
2016/41	Board Assurance Committee updates – <i>what has been the recent work of the Board's committees</i> <ul style="list-style-type: none"> <li>• <i>Audit Committee</i></li> <li>• <i>Putting People First Committee &amp; Charitable Funds</i></li> <li>• <i>Finance Performance and Business Development Committee</i></li> <li>• <i>Governance and Clinical Assurance Committee</i></li> </ul> <i>(included in these papers are the Board SEE report, Performance Report and Financial Report as presented to the Board on 1 April 2016 )</i>	Receive and discuss	Verbal reports	NED Board Committee Chairs	1835 (20mins)		

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	 SEE Report Q3 201516 - Board.doc  Performance Dashboard Trust Boai  Month 11 Finance Report.doc						
2016/42	 Financial Plan 2016 17.docx  LWH 201617 Operational Plan April <i>(included in these papers is the trust's financial and operational plan presented to the Board on 1 April 2016)</i>	Receive and note the 2016/17 financial and operational plan.	Written report	Director of Finance and Associate Director of Operations	1855 (15mins)	All	5B
2016/43	Future Generations Update	To receive an update on the status of the FG strategy	Verbal update	Chief Executive	1910 (10mins)	All	5B
2016/44	Review of risk impacts of items discussed – <i>have any new risks been identified during the course of the meeting?</i>	Identify any new risk impacts	Verbal	Chair	1920 (10mins)		
2016/45	Any other business – <i>is there any other business that needs to be considered today?</i>	Consider any urgent items of other business	Verbal or written	Chair			
2016/46	Review of meeting – <i>did the meeting achieve its objectives; what went well and what could have gone better?</i>	Review the effectiveness of the meeting	Verbal	Chair / all			

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		(achievement of objectives/desired outcomes and management of time)					
2016/47	Date, time and place of next meeting: <i>Wednesday 20 July 2016 at 1730 in the Lecture Theatre, Blair Bell Education Centre, Liverpool Women's Hospital</i>	Confirm arrangements for next meeting	Verbal	Chair	1930 Meeting ends		