****

**Members’ Council**

**ANNUAL GENERAL MEETING**

**6 September 2012**

# AGENDA

The Members’ Council AGM

will take place from 6.00pm to 8.00pm

on Thursday, 6 September 2012.

The meeting will be held at:

The Quadrangle Conference Centre at the Kassam Stadium,

Grenoble Road,

Oxford OX4 4XP

The Agenda is attached.

# Members’ Council

# 6 September 2012

### **Agenda**

| No. | Item | Report | Led by | Approx Time |
| --- | --- | --- | --- | --- |
|  | ***Part 1 – Annual General Meeting*** |  |  |  |
| 1 | Introduction and Welcome   * Overview of AGM |  | Chair | 6.00 |
| 2 | Apologies for Absence |  | Chair |  |
| 3 | Declarations of Interest | Oral Report | Assistant Trust Secretary | 6.05 |
| 4 | Minutes of Last AGM on 8 September 2011 and Matters Arising | MC 24/2012 | Chair | 6.10 |
| 5 | Summary of the Year including Presentation of Annual Report 2011/12 | Oral Presentation | A/Chief Executive | 6.15 |
| 6 | Presentation of Annual Accounts 2011/12 | Oral Presentation | Director of Finance | 6.30 |
|  | *Copies of the Annual Report and Annual Accounts will be available at the meeting for collection* |  |  |  |
| 7 | Auditor’s Report on Annual Report and Annual Accounts 2011/12 | MC 25/2012 |  | 6.40 |
| 8 | Questions on the Annual Report & Annual Accounts   * Questions from Governors * Questions from Members of the Public |  | Chair | 6.50 |
|  | ***Part 2 – Remaining Council Business*** |  |  |  |
| 9 | Minutes of Meeting on  8 May 2012 and Matters Arising | MC 26/2012 | Chair | 7.15 |
| 10 | Minutes of Extraordinary Meeting on  19 June 2012 and Matters Arising | MC 27/2012 | Chair | 7.20 |
| 11 | Report from Board of Directors | MC 28/2012 | Chair | 7.25 |
| 12 | Update Report from Council Sub-Groups:   * Audit * Nomination and Remuneration * Staff Survey * Quality * Council Information Requirements | MC 29/2012 | Various  (Led by Chair) | 7.30 |
| 13 | Update Reports   * Finance * Quality & Performance * Quality & Safety | MC 30/2012 | DoF  DoF  DoN | 7.50 |
| 15 | Questions from the public\*   * Questions should be on items not concerned with the Annual Report and Accounts |  | Chair | 7.55 |
| 16 | Any other business |  | Chair |  |
| 17 | Close of meeting |  | Chair | 8.00 |

\**Please notify the Trust Secretary on 01865 782194 or* [*justinian.habner@oxfordhealth.nhs.uk*](mailto:justinian.habner@oxfordhealth.nhs.uk) *in advance of the meeting*