| ***Time*** |  | ***Topic*** | ***Lead*** | ***Process*** | ***Purpose / Expected Outcome*** |
| --- | --- | --- | --- | --- | --- |
| 15.00 | 1 | Welcome and Introductions  | Chair | Verbal |  |
|  | 2 | Declarations of Interests | Chair | Verbal | To note |
|  | 3 | Apologies for Absence  | Chair | Verbal  | To note apologies |
|  | 4 | Minutes of the Previous Meetings  | Chair | Report ✓ | To approve the previous minutes |
|  | 5 | Matters Arising and Action Matrix | Chair | Report ✓ | To note progress on agreed actions |
|  | 6 | Chair’s Update | Chair | Verbal | To update  |
| ***Governance***  |
| 15.15 | 7 | Operational Update | Chief Operating Officer | Verbal | To note |
| 15.30 | 8 | Patient Experience  | Associate Director of Nursing | Presentation | To note |
| 15.45 | 9 | Lead Governor Report | Lead Governor | Verbal | To note  |
| 16.00 | 10 | Engagement and Involvement Committee * Terms of Reference
 | Membership Committee Chair  | Verbal | To discuss |
| 16.15 | 11 | Governor feedback from committees | All | Verbal | To discuss |
| 16.30 | 12 | Annual Schedule of Meetings  | Director of Corporate Governance  | Verbal  | To discuss  |
| ***Closing matters***  |
| 16.45 | 13 | Any Other Business | Chair  | Verbal | To note |
| 17.00 | 14 | Date and time of the next meeting: Tuesday 14th March 2023 @ 3pm | Chair  | Verbal  | To note  |