

MEETING: FULL COUNCIL OF GOVERNORS AGENDA

Date: Tuesday 13th August 2024

Time: 17:30 – 20:00

Venue: Lecture Theatre 2, Education Centre, King's Mill Hospital

	Time	Item	Status (Do not use NOTE)	Paper
1.	17:30	Apologies for Absence <i>Quoracy Check (50% of public Governors present)</i>	Agree	Verbal
2.	17:30	Declarations of Interest To declare any pecuniary or non-pecuniary interest <i>Check – Attendees to declare any potential conflict or items listed on the agenda to Head of Corporate Affairs & Company Secretary on receipt of agenda, prior to the meeting.</i>	Declaration	Verbal
3.	17:30	Minutes of the meeting held on 14th May 2024 <i>To be agreed as an accurate record</i>	Agree	Enclosure 3
4.	17:30	Matters Arising/Action Log	Approve	Enclosure 4
5.	17:35	Patient Story – Family Liaison Service Emma Mutimer-Hallgarth, Family Liaison Officer	Assurance	Presentation
6.	17:55	Acting Chair's Report Graham Ward, Acting Chair	Assurance	Enclosure 6
7.	18:00	Acting Chief Executive's Report Dave Selwyn, Acting Chief Executive	Assurance	Enclosure 7
8.	18:15	Lead Governor Report Liz Barrett, Lead Governor	Assurance	Enclosure 8
9.	18:20	15 Steps Feedback Emma Mutimer-Hallgarth, Family Liaison Officer	Assurance	Enclosure 9
10.	18:30	Nursing Workforce Demographic Rebecca Herring, Associate Director of Nursing Workforce	Assurance	Enclosure 10
11.	18:40	Annual Report and Accounts 2023/2024 <ul style="list-style-type: none"> • Annual Report Sally Brook Shanahan, Director of Corporate Affairs • Annual Accounts Rich Mills, Chief Financial Officer 	Assurance Assurance	Enclosure 11.1 Enclosure 11.2
12.	18:50	External Auditors <ul style="list-style-type: none"> • Annual Audit Letter Jess Townsend, KPMG 	Assurance	Enclosure 12

	Time	Item	Status (Do not use NOTE)	Paper
13.	19:00	Fit and Proper Person Update Sally Brook Shanahan, Director of Corporate Affairs	Assurance	Enclosure 13
14.	19:05	Code of Conduct for Governors Sally Brook Shanahan, Director of Corporate Affairs	Approval	Enclosure 14
15.	19:10	Report from Board Sub-Committees <ul style="list-style-type: none"> • Audit & Assurance Committee Manjeet Gill, Non-Executive Director Ian Holden, Governor Observer Neal Cooper, Governor Observer • Quality Committee Aly Rashid, Non-Executive Director Peter Gregory, Governor Observer Pam Kirby, Governor Observer • Finance Committee Graham Ward, Non-Executive Director Sam Musson, Governor Observer Kevin Stewart, Governor Observer • People Committee Steve Banks, Non-Executive Director John Wood, Governor Observer Dean Wilson, Governor Observer • Charitable Funds Committee Andrew Rose-Britton, Non-Executive Director Liz Barrett, Governor Observer Jane Stubbings, Governor Observer 	Assurance Assurance Assurance Assurance Assurance	Enclosure 15.1 Enclosure 15.2 Enclosure 15.3 Enclosure 15.4 Enclosure 15.5
16.	19:30	Council of Governors Matters/Statutory Duties <ul style="list-style-type: none"> • Membership and Engagement Group Liz Barrett, Lead Governor • NED's Appraisal Outcome and Objectives Graham Ward, Acting Chair • Revised Constitution Sally Brook Shanahan, Director of Corporate Affairs • Report of the Remuneration Committee <ul style="list-style-type: none"> ○ Chair's Objectives and Personal Development Plan (PDP) Barbara Brady, Senior Independent Director, and Liz Barrett, Lead Governor ○ Appointment of Associate NED Sally Brook Shanahan, Director of Corporate Affairs 	Assurance Approve Approve Approve	Enclosure 16.1 Enclosure 16.2 Enclosure 16.3 Enclosure 16.4.1 Enclosure 16.4.2

	Time	Item	Status <small>(Do not use NOTE)</small>	Paper
		<ul style="list-style-type: none"> ○ NEDs' re-appointment Sally Brook Shanahan, Director of Corporate Affairs, and Liz Barrett, Lead Governor ○ Appointment of Vice Chair Sally Brook Shanahan, Director of Corporate Affairs 	Approve	Enclosure 16.4.3
			Approve	Enclosure 16.4.4
17.	19:50	Outstanding Service – OPUS Music – Making music an intrinsic part of healthcare	Assurance	Presentation
18.	19:55	Questions from Members of Public Graham Ward, Chair	Consider	Verbal
19.	19:55	Escalations to the Board of Directors Graham Ward, Chair	Agree	Verbal
20.	20:00	Any Other Business <i>(items to be notified to the Director of Corporate Affairs 3 clear working days before the meeting)</i>		
21.		Date & Time of Next Meeting Date: Tuesday 12 th November 2024 Time: 5:30pm – 8:00pm Venue: Lecture Theatre 2, King's Mill Hospital		