

MEETING: FULL COUNCIL OF GOVERNORS AGENDA

Date: Tuesday 9th August 2022

Time: 17:30 – 20:00

Venue: MS Teams

| | 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 10th May 2022 <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 – Targeted Lung Health June Morley, Lung Cancer Nurse Specialist, and Sue Glover, Lung Cancer Nurse Specialist | Assurance | Presentation |
| 6. | 17:55 | Chair's Report Claire Ward – Chair | Assurance | Enclosure 6 |
| 7. | 18:05 | Chief Executive's Report Paul Robinson – Chief Executive | Assurance | Enclosure 7 |
| 8. | 18:20 | Lead Governor Report Sue Holmes – Lead Governor | Assurance | Enclosure 8 |
| 9. | 18:25 | Annual Report and Accounts 2021/2022 <ul style="list-style-type: none"> • Annual Report Shirley Higginbotham – Director of Corporate Affairs • Annual Accounts Jennifer Leah – Deputy Chief Financial Officer • Quality Account Carl Miller - Deputy Chief Nurse and Associate Director of AHPs / Kate Wright - Associate Chief AHP | Assurance Assurance Assurance | Enclosure 9.1 Enclosure 9.2 Enclosure 9.3 |
| 10. | 18:40 | External Auditors <ul style="list-style-type: none"> • Annual Audit Letter Tony Felthouse, KPMG | Assurance | Enclosure 10 |

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|-----|-------|--|--|--|
| 11. | 18:55 | Report from Board Sub-Committees <ul style="list-style-type: none"> • Audit & Assurance Committee Graham Ward – Non-Executive Director Ian Holden – Governor Observer (Present) Michael Longdon – Governor Observer (Apologies) • Quality Committee Barbara Brady – Non-Executive Director Justin Wyatt – Governor Observer (Present) Ruth Scott – Governor Observer (Present) • Finance Committee Andrew Rose-Britton – Non-Executive Director John Wood – Governor Observer (Present) • People, Culture and Improvement Committee Manjeet Gill – Non-Executive Director Jane Stubbings – Governor Observer (Present) Sue Holmes – Governor Observer (Present) | Assurance Assurance Assurance Assurance | Enclosure 11.1 Enclosure 11.2 Enclosure 11.3 Enclosure 11.4 |
| 12. | 19:15 | Council of Governors Matters/Statutory Duties <ul style="list-style-type: none"> • Membership and Engagement Group Sue Holmes – Lead Governor • NED’s Appraisal Outcome and Objectives Claire Ward – Chair • Revised Constitution Shirley Higginbotham – Director of Corporate Affairs • Governor Elections Shirley Higginbotham – Director of Corporate Affairs | Assurance Assurance Approval Approval | Enclosure 12.1 Enclosure 12.2 Enclosure 12.3 Enclosure 12.4 |
| 13. | 19:35 | Outstanding Service – Celebrating the work of our Freedom to Speak Up Guardians | Assurance | Presentation |
| 14. | 19:40 | Questions from Members of Public Claire Ward - Chair | Consider | Verbal |
| 15. | 19:40 | Escalations to the Board of Directors Claire Ward - Chair | Agree | Verbal |
| 16. | 19:50 | Any Other Business <i>(items to be notified to the Director of Corporate Affairs 3 clear working days before the meeting)</i> <ul style="list-style-type: none"> • Covid 19 Inquiry Process Shirley Higginbotham – Director of Corporate Affairs | Assurance | Enclosure 16.1 |
| 17. | | Date & Time of Next Meeting Date: Tuesday 8 th November 2022 Time: 5:30pm – 8:00pm Venue: MS Teams – TBC | | |