

MEETING: FULL COUNCIL OF GOVERNORS AGENDA

Date: Tuesday 13th August 2019

Time: 17:30 – 20:00

Venue: Newark & Sherwood District Council Offices, Castle House, Great North Road,
Newark, NG24 1BY – Room Civic 1 & 2

	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 2019 <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 – Street Health	Assurance	Presentation 5
6.	17:55	15 Steps Rebecca Herring, Corporate Matron	Assurance	Enclosure 6
7.	18:05	Chair's Report John MacDonald – Chair	Assurance	Enclosure 7
8.	18:10	Chief Executive's Report Richard Mitchell – Chief Executive <ul style="list-style-type: none"> • Single Oversight Framework Integrated Performance Report (SOF) • Board Assurance Framework (BAF) 	Assurance	Enclosure 8
9.	18:30	Newark Hospital Progress Report Richard Mitchell – Chief Executive	Assurance	Enclosure 9
10.	18:35	Annual Report and Accounts 2018/2019 <ul style="list-style-type: none"> • Annual Report Shirley Higginbotham – Director of Corporate Affairs • Annual Accounts Richard Mills – Deputy Chief Financial Officer 	Assurance	Enclosure 10
11.	18:40	External Auditors <ul style="list-style-type: none"> • Annual Audit Letter Glen Spencer, PWC 	Assurance	Enclosure 11

	Time	Item	Status (Do not use NOTE)	Paper
12.	18:50	<p>Report from Board Sub-Committees</p> <ul style="list-style-type: none"> • Audit & Assurance Committee 23rd May 2019 & 18th July 2019 Graham Ward – Non-Executive Director Ian Holden – Governor Observer • Quality Committee 15th May 2019 & 17th July 2019 Barbara Brady – Non-Executive Director Jane Stubbings – Governor Observer Philip Marsh – Governor Observer Sue Holmes – Governor Observer • Finance Committee 23rd July 2019 Neal Gossage – Non-Executive Director Brian Bacon – Governor Observer Kevin Stewart – Governor Observer • People OD and Culture Committee 15th July 2019 Manjeet Gill – Non-Executive Director Jacqueline Lee – Governor Observer Richard Shillito – Governor Observer Roz Norman – Governor Observer • Charitable Funds 18th July 2019 Tim Reddish – Non-Executive Director Ann Mackie – Governor Observer Valerie Bacon – Governor Observer 	Assurance Assurance Assurance Assurance Assurance	Enclosure 12.1 Enclosure 12.2 Enclosure 12.3 Enclosure 12.4 Enclosure 12.5
13.	19:15	<p>Well-Led Review Progress Report Shirley Higginbotham – Director of Corporate Affairs</p>	Assurance	Enclosure 13
14.	19:20	<p>Lead Governor Election Shirley Higginbotham – Director of Corporate Affairs</p> <ul style="list-style-type: none"> • Sue Holmes • Ian Holden 	Approve	Enclosure 14
15.	19:35	<p>Code of Conduct John MacDonald – Chair</p>	Agree	Enclosure 15
16.	19:35	<p>Council of Governors Matters/Statutory Duties</p> <ul style="list-style-type: none"> • Chairman's Appraisal Outcome and Objectives Tim Reddish, NED and Senior Independent Director • NED's Appraisal Outcome and Objectives John MacDonald, Chair • Re-appointment of NED, Tim Reddish Shirley Higginbotham, Director of Corporate Affairs 	Approve Approve Approve	Enclosure 16.1 Enclosure 16.2 Enclosure 16.3

	Time	Item	Status (Do not use NOTE)	Paper
		<ul style="list-style-type: none"> • Staff Governor Shirley Higginbotham, Director of Corporate Affairs • Lead Governor Report Sue Holmes, Lead Governor • Membership and Engagement Group Sue Holmes, Lead Governor 	Approve	Enclosure 16.4
			Consider	Enclosure 16.5
			Consider	Enclosure 16.5
17.	19:50	Outstanding Service	Assurance	Presentation 17
18.	19:55	Questions from Members of Public John MacDonald – Chair	Consider	Verbal
19.	20:00	Escalations to the Board of Directors John MacDonald – 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>		Verbal
21.	20:00	Date & Time of Next Meeting Date: Tuesday 12 th November 2019 Time: 5:30pm – 8:00pm Venue: Lecture Theatre 2, Education Centre, King's Mill Hospital		