

# MEETING: FULL COUNCIL OF GOVERNORS AGENDA

Date: Tuesday 11<sup>th</sup> August 2020

Time: 17:30 – 20:00

Venue: Boardroom, King's Mill Hospital and MS Teams

	Time	Item	Status (Do not use NOTE)	Paper
1.	17:30	<b>Apologies for Absence</b> <i>Quoracy Check (50% of public Governors present)</i>	Agree	Verbal
2.	17:30	<b>Declarations of Interest</b> 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 &amp; Company Secretary on receipt of agenda, prior to the meeting.</i>	Declaration	Verbal
3.	17:30	<b>Minutes of the meeting held on 18<sup>th</sup> February 2020</b> <i>To be agreed as an accurate record</i>	Agree	Enclosure 3
4.	17:30	<b>Matters Arising/Action Log</b>	Approve	Enclosure 4
5.	17:35	<b>Chair's Report</b> John MacDonald – Chair	Assurance	Enclosure 5
6.	17:45	<b>Chief Executive's Report</b> Richard Mitchell – Chief Executive  <ul style="list-style-type: none"> <li>• Single Oversight Framework Integrated Performance Report (SOF)</li> </ul>	Assurance	Enclosure 6
7.	18:00	<b>Lead Governor Report</b> Sue Holmes - Lead Governor	Assurance	Enclosure 7
8.	18:05	<b>Fit and Proper Person Annual Report</b> Shirley Higginbotham – Director of Corporate Affairs	Assurance	Enclosure 8
9.	18:10	<b>Strategic Risks – Board Assurance Framework (BAF)</b> Richard Mitchell – Chief Executive	Assurance	Enclosure 9
10.	18:20	<b>Annual Report and Accounts 2019/2020</b>  <ul style="list-style-type: none"> <li>• <b>Annual Report</b> Shirley Higginbotham – Director of Corporate Affairs</li> <li>• <b>Annual Accounts</b> Michael Powell – Head of Financial Services</li> </ul>	Assurance  Assurance	Enclosure 10.1
11.	18:30	<b>External Auditors</b>  <ul style="list-style-type: none"> <li>• <b>Annual Audit Letter</b> Glen Spencer, PWC</li> </ul>	Assurance	Enclosure 11
12.	18:40	<b>Constitution</b> Shirley Higginbotham – Director of Corporate Affairs	Approve	Enclosure 12

	Time	Item	Status (Do not use NOTE)	Paper
13.	18:50	<b>Governor Observers</b> Shirley Higginbotham – Director of Corporate Affairs	Approve	Enclosure 13
14.	19:00	<b>Report from Board Sub-Committees</b> <ul style="list-style-type: none"> <li>• <b>Audit &amp; Assurance Committee</b> Graham Ward – Non-Executive Director Ian Holden – Governor Observer Kevin Stewart – Governor Observer</li> <li>• <b>Quality Committee</b> Barbara Brady – Non-Executive Director Jane Stubbings – Governor Observer Philip Marsh – Governor Observer Sue Holmes – Governor Observer</li> <li>• <b>Finance Committee</b> Neal Gossage – Non-Executive Director Kevin Stewart – Governor Observer</li> <li>• <b>People, Culture and Improvement Committee</b> Manjeet Gill – Non-Executive Director Jacqueline Lee – Governor Observer Roz Norman – Governor Observer</li> <li>• <b>Charitable Funds Committee</b> Tim Reddish – Non-Executive Director Ann Mackie – Governor Observer (Present)</li> <li>• <b>Recovery Committee</b> John MacDonald – Chair</li> </ul>	Assurance  Assurance  Assurance  Assurance  Assurance	Enclosure 14.1  Enclosure 14.2  Enclosure 14.3  Enclosure 14.4  Enclosure 14.5  Enclosure 14.6
15.	19:30	<b>Council of Governors Matters/Statutory Duties</b> <ul style="list-style-type: none"> <li>• <b>Membership and Engagement Group</b> Sue Holmes - Lead Governor</li> <li>• <b>Chair's Appraisal Outcome and Objectives</b> Tim Reddish, NED and Senior Independent Director</li> <li>• <b>NED's Appraisal Outcome and Objectives</b> John MacDonald, Chair</li> <li>• <b>Re-appointment of Non-Executive Directors (Tim Reddish and Graham Ward)</b> Sue Holmes - Lead Governor</li> </ul>	Consider  Approve  Approve  Approve	Enclosure 15.1  Enclosure 15.2  Enclosure 15.3  Enclosure 15.4
16.	19:45	<b>Questions from Members of Public</b> John MacDonald – Chair	Consider	Verbal
17.	19:45	<b>Escalations to the Board of Directors</b> John MacDonald – Chair	Agree	Verbal
18.	19:50	<b>Any Other Business</b> <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"> <li>• <b>Appointing the External Auditor</b> Sue Holmes – Lead Governor</li> </ul>	Approve	Enclosure 18

	Time	Item	Status (Do not use NOTE)	Paper
19.		<b>Date &amp; Time of Next Meeting</b> <b>Date:</b> Monday 28 <sup>th</sup> September 2020 <b>Time:</b> 3:30pm – 5:00pm <b>Venue:</b> Lecture Theatre 2, Education Centre, King's Mill Hospital – TBC		