

**UNIVERSITY HOSPITALS DORSET NHS FOUNDATION TRUST**  
**COUNCIL OF GOVERNORS MEETING**

The meeting of the University Hospitals Dorset NHS Foundation Trust Council of Governors will be held at 16:00 on Thursday 2 October 2025 in the Boardrooms at Poole Hospital and via Microsoft Teams.

If you are unable to attend, please notify the Company Secretary Team by sending an email to: [company.secretary-team@uhd.nhs.uk](mailto:company.secretary-team@uhd.nhs.uk)

**Judy Gillow**  
**Interim Trust Chair**

**AGENDA – PART 1**

**16:00 on Thursday 2 October 2025**

Time	Item		Method	Purpose	Lead
16:00	1	Welcome, Introductions, Apologies & Quorum	Verbal		Chair
16:02	2	Declaration of Interests	Verbal		Chair
16:05	3	Update from Lead Governor	Verbal	Information	Lead Governor
	4	<b>MINUTES</b>			
16:15	4.1	For Accuracy and to Agree: Minutes of the Council of Governors Meeting held on 3 July 2025	Paper	Approval	Chair
16:17	4.2	Matters Arising – Action List	Verbal	Review	Chair
	5	<b>TRUST CHAIR AND CHIEF EXECUTIVE UPDATES</b>			
16:20	5.1	Chair's Update	Verbal	Information	Chair
16:30	5.2	Chief Executive's Update	Verbal	Information	CEO
	6	<b>INTEGRATED PERFORMANCE REPORT; QUALITY</b>			
16:40	6.1	Committee Chair Assurance Reports: <ul style="list-style-type: none"> <li>- Audit Committee</li> <li>- Charitable Funds Committee</li> <li>- Finance and Performance Committee</li> <li>- People and Culture Committee</li> <li>- Transforming Care Together</li> <li>- Quality Committee</li> </ul>	Paper <sup>R</sup> /Verbal	Information	Committee Chairs
17:00	6.2	Annual Patient Experience Report	Paper	Information	CNO
	7	<b>GOVERNANCE</b>			
17:10	7.1	Report on Annual Members' Meeting	Verbal	Information	Chair
17:15	7.2	Composition of Board of Directors: Amendment to Trust's Constitution	Paper	Approval	Chair
17:25	7.3	Informal Governor Groups – Terms of Reference	Paper	Approval	Chair/ CoSec

	<b>8</b>	<b>DIGITAL</b>			
<b>17:30</b>	<b>8.1</b>	Update on Electronic Health Records	<b>Paper</b>	<b>Information</b>	<b>CDO</b>
	<b>9</b>	<b>COMMITTEES AND GOVERNOR GROUPS UPDATE</b>			
<b>17:40</b>	<b>9.1</b>	Feedback from Council of Governors Informal Groups: <ul style="list-style-type: none"> <li>Effectiveness Group</li> <li>Membership Engagement Group including calendar of events</li> </ul>	<b>Paper</b>	<b>Review</b>	<b>Group members</b>
	<b>9.2</b>	Feedback from Staff and Appointed Governors	<b>Verbal</b>	<b>Information</b>	<b>Staff and Appointed Governors</b>
	<b>9.3</b>	Feedback from Governor Observers	<b>Verbal</b>	<b>Information</b>	<b>Governors Observers</b>
<b>17:52</b>	<b>10</b>	Urgent Motions or Questions	<b>Verbal</b>		<b>Chair</b>
<b>17:55</b>	<b>11</b>	Any Other Business	<b>Verbal</b>		<b>Chair</b>
<b>18:00</b>	<b>12</b>	<b>Date of Next Council of Governors Meeting: TCB</b>			

\* late paper

<sup>R</sup> Associated item in Reading Room

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The recording will be deleted after the minutes of the meeting have been approved.**

#### **Reading Room**

- Integrated Performance Report (*for agenda item 6.1*)

#### **Items for Next Council of Governors Part 1 Agenda – January 2026**

##### Standing Reports

- Chair's Update
- Chief Executive's Update
- Integrated Performance Report/ Committee Chairs' Assurance Report
- Feedback from the Nominations, Remuneration and Evaluation Committee
- Updates from the Council of Governor Groups
- Feedback from Governor Observers
- Feedback from Staff and Appointed Governors

##### Annual Reports

- Methodology for the Council of Governors' Assessment of Collective Performance
- Methodology for performance evaluation for the Chair and Non-Executive Directors
- Board Assurance Framework (six monthly report)
- Quality Account (six months review)

**List of abbreviations:**

CEO – Chief Executive Officer  
CNO – Chief Nursing Officer  
CSTO – Chief Strategy and Transformation Officer

CFO –Chief Finance Officer  
CoSec – Company Secretary Team

**Other abbreviations**

CDEL – Capital Delegated Expenditure Limit      SMR – Standardised Mortality Ratio  
CIP – Cost Improvement Programme      SWAST – South West Ambulance Service NHS Foundation Trust  
ED – Emergency Department  
HSMR – Hospital Standardised Mortality Ratio  
ICB – Integrated Care Board  
ICS – Integrated Care System  
ITU – Intensive Therapy Unit  
MSG – Mortality Surveillance Group  
NHSE/I – NHS England/Improvement  
#NOF – Fractured neck of femur  
OPEL – Operational Pressures Escalation Levels

## AGENDA – PART 2 PRIVATE MEETING

18:15 on Thursday 2 October 2025

Time	Item		Method	Purpose	Lead
18:15	13	Welcome, Introduction, Apologies & Quorum	Verbal		Chair
18:17	14	Declaration of Interests	Verbal		Chair
	15	<b>MINUTES</b>			
18:20	15.1	For Accuracy and to Agree: Minutes of the Council of Governors Meeting held on 25 July 2025	Paper	Approval	Chair
18:22	15.2	Matters Arising – Action List	Paper	Review	Chair
	16	<b>GOVERNANCE</b>			
18:23	16.1	Key themes from the Part 2 meeting of the Board of Directors held on 1 October 2025	Verbal	Information	Chair
18:35	16.2	Feedback from Nominations, Remuneration and Evaluations Committee: <ul style="list-style-type: none"> <li>• Governance Cycle</li> <li>• Governors' attendance at the Council of Governors meetings</li> </ul>	Paper	Approval	Chair
18:40	16.3	Non-Executive Director Appointment	Paper	Ratification	Chair
18:45	16.4	Extension of Non-Executive Director's tenure	Paper	Ratification	Chair
18:50	17	Any Other Business	Verbal		Chair
18:55	18	Reflections on the Meeting	Verbal		Chair
19:00	19	<b>Date of Next Council of Governors Meeting: TBC</b>			

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### Items for Next Council of Governors Part 2 Agenda – January 2026

#### Standing Items

- Feedback from Nominations, Remuneration and Evaluations Committee
- Key themes from Board Part 2 meeting.

#### Annual reports

- Annual Effectiveness of External Audit Process

#### List of abbreviations:

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CNO – Chief Nursing Officer

CoSec – Company Secretary Team

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#NOF – Fractured neck of femur  
OPEL – Operational Pressures Escalation Level

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