

## **Council of Governors (in Public)**

### **Item 8.2**

**Subject:** Licence Condition G4 - Fit and Proper Persons Requirement  
**Date of meeting:** 5<sup>th</sup> March 2018  
**Prepared by:** Gill Donnelly, Membership and Communications Officer  
**Presented by:** Gill Donnelly, Membership and Communications Officer

#### **1. Introduction**

The Trust's Provider Licence states that all Governors must be 'fit and proper persons' – FPP (as defined in condition G4) and sets out the criteria for compliance. Governors are required to complete a self-declaration on appointment and on an annual basis.

All governors are asked to complete an annual Fit Proper Persons Self Declaration form (as attached) and return to Gill Donnelly, Membership and Communications Officer by Thursday 29th March 2018.

It should be noted that all newly appointed / elected Governors have made fully compliant self-declarations.

The self – declarations are retained on file, should these be required for inspection. All Governors are required to inform the Trust immediately of any change in circumstance that could impact upon them meeting the FPP criteria and if uncertain are asked to discuss their circumstances with either the Chair or Director of Corporate Affairs at the earliest opportunity.

#### **2. Recommendations**

The Council of Governors is asked to note the above requirement, complete and return their signed declaration as requested to provide assurance that the FPP criteria are met for all members of the Council of Governors.

**Council of Governors**  
**Fit and Proper Person's Test**  
**Self-Declaration**

Name:

Designation:

I confirm that I have NOT:

- i) Been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged.
- ii) Made a composition or arrangement with, or granted a Trust Deed for, his creditors and has not been discharged in respect of it.
- iii) In the preceding five years have been convicted in the British Islands of any offence and a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed on me.
- iv) Been subject to an unexpired disqualification order made under the Company Directors' Disqualification Act 1986.

Signed:

Date:

Please return to Gill Donnelly, Membership and Communications Officer, Liverpool Heart and Chest Hospital, Thomas Drive, Liverpool, L14 3PE or email [Gillian.Donnelly@lhch.nhs.uk](mailto:Gillian.Donnelly@lhch.nhs.uk)