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19th April 2016

Dear Governors

**Blackpool Teaching Hospitals NHS Foundation Trust – Council of Governors Meeting**

The next meeting of the Council of Governors of the Blackpool Teaching Hospitals NHS Foundation Trust will be held on Wednesday 27th April 2016 at **1.30 pm** in the Board Room, Trust Headquarters, Blackpool Victoria Hospital.

**I should be grateful if you would confirm your attendance/apologies by no later than close of business on Monday 25th April 2016.**

Yours sincerely

J A Oates (Miss)  
 Foundation Trust Secretary

**A G E N D A**

<b>Agenda Item Number</b>	<b>Agenda Item</b>	<b>Duration</b>
1	Chairman's Welcome and Introductions – Mr Johnson to report.	1.30 pm
2	Declaration of Council of Governors' Interests Concerning Agenda Items – Mr Johnson to report.	1.32 pm
3	Value of the Month – Mr Johnson to report.	1.33 pm
4	Governor Visiting Programme – <b>Mr Andrew Heath, Patient Experience Manager, to attend at 1.35 pm for this item. (Enclosed).</b>	1.35 pm
5	Apologies for Absence – Mr Johnson to report.	1.50 pm
6	Minutes of the Previous Council of Governors' Meeting held on 27th January 2016 – Mr Johnson to report. (Enclosed).	1.51 pm
7	Matters Arising:-  a) Action List from the Previous Council of Governors' Meeting held on 27th January 2016 – Mr Johnson to report. (Enclosed).  b) Action Tracking Document – Mr Johnson to report. (Enclosed).	1.55 pm

Agenda Item Number	Agenda Item	Duration
8	<p><b><u>Chairman's Report:-</u></b></p> <p>a) Chairman's Update (Board Report). (Enclosed).</p> <p>b) Audit Committee Terms of Reference. (Enclosed).</p> <p>c) Declarations of Interests. (Enclosed).</p>	2.00 pm
9	<p><b><u>Items for Discussion/Approval:-</u></b></p> <p>a) Agenda Format for Formal Council of Governors Meetings – Mr Holden to report. (Verbal Report).</p> <p>b) Introduction of Question &amp; Answer Forum between Governors, EDs (2) and NED (1) – Mr Holden to report. (Verbal Report).</p> <p>c) Main Entrance Reception Clock – Mr Holden to report. (Verbal Report).</p> <p>d) Annual Report &amp; Accounts and Quality Report (Board Report) &amp; Governors Statement – Mrs Swift/Mr Bennett to report. (Enclosed).</p> <p>e) Trust Strategy Launch (Board Report) – Mrs Swift to report. (Enclosed).</p>	2.05 pm
	<b>BREAK</b>	2.55 pm
10	<p><b><u>Lead Governor's Report – Mr Holden to report on behalf of Mr Askew:-</u></b></p> <p>a) Feedback from the Governors' Informal Meeting held on 12th April 2016. (Enclosed).</p>	3.05 pm
11	<p><b><u>Membership Committee Chair's Report:-</u></b></p> <p>a) Membership Report. (Enclosed).</p> <p>b) Membership Committee Feedback. (Verbal Report)</p>	3.10 pm
12	<p><b><u>Standard Reports – Mr Johnson to report:-</u></b></p> <p>a) Items to be Reported to the Board of Directors.</p> <p>b) Items to be Recommended for Decision/Discussion by Trust Committees.</p> <p>c) Annual Work Plan. (Enclosed).</p> <p>d) Attendance Monitoring. (Enclosed).</p> <p>e) Motions or Questions on Notice. (Enclosed).</p> <p>f) Urgent Motions or Questions.</p> <p>g) Value of the Month.</p> <p>h) Declaration of Confidentiality.</p> <p>i) Date of Next Meeting.</p>	3.20 pm
		Total Duration – 2 hours, 30 minutes



**RESEARCH MATTERS AND SAVES LIVES - TODAY'S RESEARCH IS TOMORROW'S CARE**

Blackpool Teaching Hospitals is a Centre of Clinical and Research Excellence providing quality up to date care. We are actively involved in undertaking research to improve treatment of our patients. A member of the healthcare team may discuss current clinical trials with you.



Chairman: Mr Ian Johnson M.A., LL.M.

Chief Executive (Interim): Mrs Wendy Swift