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19th July 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 July 2016 at **2.00 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 Tuesday 26th July 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.	2.00 pm
2	Declaration of Council of Governors' Interests Concerning Agenda Items – Mr Johnson to report.	2.02 pm
3	Value of the Month – Mr Johnson to report.	2.03 pm
4	Select Committee: Governance and Quality – <b>Mr Alan Roff (Non-Executive Director/Quality Committee Chair), to give a presentation.</b> (Enclosed).	2.05 pm
5	Annual Report & Accounts and Quality Accounts 2015/16 and Summary Annual Report 2015/16 – Mrs Swift to report. (Enclosed).	3.05 pm
6	Feedback from PwC (External Auditors) – <b>Mr Othmane Rezgui and Ms Sarah Leonide (PwC) to attend for this item:-</b>	3.10 pm

	<ul style="list-style-type: none"> <li>i) Audit Process.</li> <li>ii) ISA (260) Report For Those Charged With Governance.</li> <li>iii) Report on the Quality Accounts 2015/16.</li> <li>iv) Report on Annual Report &amp; Accounts 2015/16.</li> </ul>	
7	Apologies for Absence – Mr Johnson to report.	3.25 pm
8	Minutes of the Previous Council of Governors' Meeting held on 27th April 2016 – Mr Johnson to report. (Enclosed).	3.26 pm
9	<p>Matters Arising:-</p> <ul style="list-style-type: none"> <li>a) Action List from the Previous Council of Governors' Meeting held on 27th April 2016 – Mr Johnson to report. (Enclosed).</li> <li>b) Action Tracking Document – Mr Johnson to report. (Enclosed).</li> </ul>	3.28 pm
10	<p><b><u>Chairman's Report:-</u></b></p> <ul style="list-style-type: none"> <li>a) Chairman's Update (Board Report). (Enclosed).</li> <li>b) NED Appointment: Background and Previous Roles – Mr Cullinan to report. (Verbal Report).</li> <li>c) Chairman's Appraisal 2015/16 and Objectives 2016/17 – Nominations Committee to report. (Enclosed). <b>(Mr Johnson to leave the meeting for this item).</b></li> <li>d) Non-Executive Directors' Appraisal 2015/16 and Objectives 2016/17 – Mr Johnson to report. (Enclosed). <b>(Non-Executive Directors to leave the meeting for this item).</b></li> <li>e) Chairman's and Non-Executive Directors' Annual Remuneration 2016/17 – Nominations Committee to report. (Enclosed). <b>(Chairman/Non-Executive Directors to leave the meeting for this item).</b></li> <li>f) Re-Appointment of Non-Executive Director (Michele Ibbs) – Mr Johnson to report. (Verbal Report). <b>(Non-Executive Directors to leave the meeting for this item).</b></li> <li>g) Proposed Amendment to the Constitution: Non-Executive Directors' Term of Office – Mr Johnson to report. (Enclosed). <b>(Non-Executive Directors to leave the meeting for this item).</b></li> <li>h) Review of Council of Governors Effectiveness – Mr Johnson to report. (Enclosed).</li> <li>i) Fit and Proper Persons Procedure. (Enclosed).</li> </ul>	3.30 pm
11	<p><b><u>Items for Discussion/Approval:-</u></b></p> <ul style="list-style-type: none"> <li>a) Trust Strategy Update – Mrs Swift to report. (Verbal Report).</li> <li>b) Finance Update – Mr Bennett to report. (Verbal Report).</li> </ul>	4.00 pm
12	<p><b><u>Lead Governor's Report – Mr Holden to report on behalf of Mr Askew:-</u></b></p> <ul style="list-style-type: none"> <li>a) Feedback from the Governors' Informal Meeting held on 6th July 2016. (Enclosed).</li> </ul>	4.15 pm
13	<p><b><u>Membership Committee Chair's Report:-</u></b></p> <ul style="list-style-type: none"> <li>a) Membership Report. (Enclosed).</li> </ul>	4.20 pm

	b) Membership Committee Feedback. (Verbal Report).	
14	<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.</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>	4.30 pm
		Total Duration – 2 hours, 40 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