

Chairman's Office  
 Trust Headquarters  
 Blackpool Victoria Hospital  
 Whinney Heys Road  
 Blackpool  
 Lancashire  
 FY3 8NR

Telephone: 01253 956856

judith.oates@bfwhospitals.nhs.uk

22nd October 2014

Dear Governor

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 29th October 2014 at 1.30 pm in Rooms 3 & 4, Education Centre, Blackpool Victoria Hospital.**

There will be an opportunity for informal discussions with Board members from 1.00 pm and tea/coffee will be provided.

**I should be grateful if you would confirm your attendance/apologies by no later than Monday 27th October 2014.**

Yours sincerely

J A Oates (Miss)  
 Foundation Trust Secretary

**AGENDA**

Agenda Item Number	Agenda Item	Duration
1	Chairman's Welcome and Introductions – Mr Johnson to report. (Verbal Report).	1.30 pm
2	Declaration of Council of Governors' Interests Concerning Agenda Items – Mr Johnson to report. (Verbal Report).	1.31 pm
3	Library and Knowledge Services – <b>Mr Michael Reid, Clinical/Management Librarian, and Mr Michael Farrell, Acting Library Manager, to attend at 1.30 pm for this item.</b>	1.32 pm
4	Staff Friends and Family Test – <b>Mrs Nicky Ingham, Director of Workforce &amp; OD, and Ms Sue Whittam, Interim Assistant Director of Workforce &amp; OD, to attend at 1.45 pm to give a presentation.</b>	1.47 pm
5	Recruitment and Retention – <b>Mrs Nicky Ingham, Director of Workforce &amp; OD, to give a presentation.</b>	2.07 pm

6	Apologies for Absence – Mr Johnson to report. (Verbal Report).	2.27pm
7	Minutes of the Previous Council of Governors' Meeting held on 15th August 2014 – Mr Johnson to report. (Enclosed).	2.28 pm
8	<p><b><u>Matters Arising:-</u></b></p> <p>a) Action List from the Previous Council of Governors' Meeting held on 15th August 2014 – Mr Johnson to report. (Enclosed).</p> <p>b) Council of Governors' Action Tracking Document – Mr Johnson to report. (Enclosed).</p> <p>c) CIP Schemes: RAG Rating Progress – Mr Bennett to report. (Verbal Report).</p>	2.33 pm
9	<p><b><u>Chairman's Report:-</u></b></p> <p>a) Chairman's Update. (Verbal Report).</p> <p>b) Re-Appointment of Non-Executive Director. (Verbal Report).</p> <p>c) Schedule of Meetings for 2015. (Verbal Report).</p>	2.48 pm
10	<p><b><u>Items for Discussion:-</u></b></p> <p>a) Clinical Care Pathways. (Verbal Report).</p> <p>b) Complaints Process. (Verbal Report).</p>	3.03 pm
11	<p><b><u>Non-Executive Director's Report:-</u></b></p> <p>a) Role of the Non-Executive Director and Individual Responsibilities – Mrs Ibbs to report. (Verbal Report).</p>	3.43 pm
12	<p><b><u>Lead Governor's Report:-</u></b></p> <p>a) Feedback from the Informal Governors' Meetings held on 17th October 2014. (Enclosed).</p> <p>b) FTN/FTGA Feedback. (Verbal Report).</p>	3.53 pm
13	<p><b><u>Membership Report:-</u></b></p> <p>a) Membership Update. (Enclosed).</p> <p>b) Items Referred from the Membership Committee Meeting held on 21st October 2014. (Verbal Report).</p>	4.03 pm
14	<p><b><u>Feedback Reports:-</u></b></p> <p>a) Feedback from FTN GovernWell Events. (Verbal Reports):-</p> <ul style="list-style-type: none"> <li>• Accountability (12th September 2014) – Mr Phillips to report.</li> <li>• Core Skills (29th September 2014) – Mr Hudson to report.</li> <li>• Effective Questioning (30th September 2014) – Mr Phillips to report.</li> <li>• Governor Role in NED Appointments (1st October 2014) – Mrs Briers to report.</li> </ul> <p>b) Feedback from North West Governors Forum (30th September 2014) – Mrs Briers/Mrs Jefferson/Mr Mitchell/Mrs Roche to report. (Verbal Report).</p>	4.13 pm

	c) Feedback from Joint Governors' Induction Day (16th October 2014) – Mrs Roche/Mr Hameed to report. (Enclosed).	
15	<p><b><u>Standard Reports – Mr Johnson to report:-</u></b></p> <p>a) Items to be Reported to the Board of Directors. (Verbal Report).</p> <p>b) Items to be Recommended for Decision or Discussion by Trust Committees. (Verbal Report).</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. (Verbal Report).</p> <p>g) Declaration of Confidentiality. (Verbal Report).</p> <p>h) Date of Next Meeting. (Verbal Report).</p>	4.28 pm
		4.48 pm
		Total Duration – 3 hours, 28 minutes