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PLEASE NOTE THE TIME AND VENUE FOR THIS MEETING

21st July 2015

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 29th July 2015 at **2.00 pm in the Conference Room, Trinity Hospice & Palliative Care Services, Low Moor Road, Bispham, FY2 0BG**

There will be an opportunity for lunch and informal discussions with Board members from 1.15 pm.

I should be grateful if you would confirm your attendance/apologies by no later than Monday 27th July 2015.

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).	2.00 pm
2	Declaration of Council of Governors' Interests Concerning Agenda Items – Mr Johnson to report. (Verbal Report).	2.03 pm
3	Annual Report & Accounts and Quality Accounts 2014/15 and Draft Summary Annual Report 2014/15 – Mrs Swift/Mr Bennett to report. (Enclosed).	2.05 pm

4	<p>Presentation: Feedback from PWC (External Auditors) – Matthew Lomax and Rebecca Gissing (PwC) to attend for this item:-</p> <ul style="list-style-type: none"> i) Audit Process. ii) ISA (260) Report For Those Charged With Governance. iii) Report on the Quality Accounts 2014/15. iv) Report on Annual Report & Accounts 2014/15. 	2.10 pm
5	Apologies for Absence – Mr Johnson to report. (Verbal Report).	2.30 pm
6	Minutes of the Previous Council of Governors' Meeting held on 29th April 2015 – Mr Johnson to report. (Enclosed).	2.31 pm
7	<p>Matters Arising:-</p> <ul style="list-style-type: none"> a) Action List from the Previous Council of Governors' Meeting held on 29th April 2015 – Mr Johnson to report. (Enclosed). b) Policy for Payment of Expenses to Chairman/Non-Executive Directors – Mrs Walthew to report. (Enclosed). (Chairman/Non-Executive Directors to leave the meeting for this item). 	2.35 pm
8	<p><u>Chairman's Report:-</u></p> <ul style="list-style-type: none"> a) Chairman's Update. (Verbal Report). b) Proposals for the Composition of the Council of Governors. (Enclosed). c) Trust Constitution – Mrs Swift to report. (Enclosed). d) Membership Development Strategy 2015-2018 – Mrs Swift to report. (Enclosed). e) Governors' Role Specification. (Enclosed). f) Lead Governor's Role Specification. (Enclosed). g) Annual Members' and Public Meeting. (Verbal Report). 	2.45 pm
	BREAK	
9	<p><u>Items for Discussion/Approval:-</u></p> <ul style="list-style-type: none"> a) Strategic Review Update/Status of Strategic Review – Mr Bennett/Mrs Swift to give a presentation. b) Financial Status – Mr Bennett to report. (Verbal Report). c) Cancer Screening Times – Mrs Oliver to report. (Verbal Report). 	3.30 pm
10	<p><u>Lead Governor's Report:-</u></p> <ul style="list-style-type: none"> a) Notes from the Informal Governors' Meeting held on 7th July 2015. (Enclosed). 	4.00 pm
11	<p><u>Membership Committee Chair's Report:-</u></p> <ul style="list-style-type: none"> a) Membership Report. (Enclosed). 	4.05 pm

	<p>b) Feedback from the Membership Committee Meeting held on 13th July 2015. (Verbal Report).</p> <p>c) Items Referred from the Membership Committee Meeting held on 13th July 2015. (Verbal Report):-</p> <ul style="list-style-type: none"> • Review of Governors Induction Pack 	
12	<p><u>Standard Reports – Mr Johnson to report:-</u></p> <p>a) Items to be Reported to the Board of Directors.</p> <p>b) Items to be Recommended for Decision or 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>	4.15 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: Mr Gary Doherty