

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

Telephone: 01253 956856

judith.oates@bfwhospitals.nhs.uk

20th January 2015

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 28th January 2015 at 1.30 pm in Rooms 3 & 4, Education Centre, Blackpool Victoria Hospital.

There will be an opportunity for lunch and informal discussions with Board members from 12.30 pm in the Home 15 Meeting Room (former Trust HQ Board Room).

I should be grateful if you would confirm your attendance/apologies (including lunch) by no later than Monday 26th January 2015.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

A G E N D A

Agenda Item Number	Agenda Item	Time
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).	1.35 pm
3	Apologies for Absence – Mr Johnson to report. (Verbal Report).	1.40 pm
4	Minutes of the Previous Council of Governors' Meeting held on 29th October 2014 – Mr Johnson to report. (Enclosed).	1.41 pm

5	<p><u>Matters Arising:-</u></p> <p>a) Action List from the Previous Council of Governors' Meeting held on 29th October 2014 – Mr Johnson to report. (Enclosed).</p> <p>b) Council of Governors' Action Tracking Document – Mr Johnson to report. (Enclosed).</p>	1.46 pm
6	<p><u>Chairman's Report:-</u></p> <p>a) Chairman's Update. (Verbal Report).</p> <p>b) Role of Governor Committees and Membership. (Verbal Report).</p>	1.56 pm
7	<p><u>Items for Discussion:-</u></p> <p>a) Complaints Management Procedure – Mrs Thompson to report. (Enclosed). (Eleanor Walsh, Lead in Patient Experience and Engagement, and Wendy Thomson, Patient Relations Officer, to give a presentation).</p> <p>b) Relationship between A & E / Urgent Care Centre / Primary Care Assessment Unit – Mrs Oliver to report. (Verbal Report).</p> <p>c) Re-Appointment of Trust Chairman – Mrs Taylor/Mrs Walthew to report. (Verbal Report).</p>	2.06 pm
8	<p><u>Non-Executive Director's Report:-</u></p> <p>a) Role of the Non-Executive Director and Individual Responsibilities – Mr Edney to report. (Verbal Report).</p>	2.41 pm
9	<p><u>Lead Governor's Report:-</u></p> <p>a) Feedback from the Governors' Informal Meeting held on 16th January 2015. (Enclosed).</p> <p>b) NHS Providers Feedback (formerly FTGA/FTN). (Verbal Report).</p>	2.51 pm
10	<p><u>Membership Committee Chairman's Report:-</u></p> <p>a) Membership Update. (Enclosed).</p> <p>b) Feedback from the Membership Committee Meeting held on 16th January 2015. (Enclosed).</p> <p>c) Items Referred from the Membership Committee Meeting held on 16th January 2015. (Verbal Report).</p>	3.01 pm
11	<p><u>Feedback Reports:-</u></p> <p>a) Feedback from Staff Governor Focus Group (20th November 2014). (Enclosed).</p>	3.16 pm
12	<p><u>Standard Reports – Mr Johnson to report:-</u></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>	3.20 pm

	<ul style="list-style-type: none">e) Motions or Questions on Notice. (Enclosed).f) Urgent Motions or Questions. (Verbal Report).g) Declaration of Confidentiality. (Verbal Report).h) Date of Next Meeting. (Verbal Report).	
	Total Duration – 2 hours, 10 minutes	