

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

Telephone: 01253 956856

[judith.oates@bfwhospitals.nhs.uk](mailto:judith.oates@bfwhospitals.nhs.uk)

19th October 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 26th October 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 Monday 24th October 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.	2.01 pm
3	Value of the Month – Mr Johnson to report.	2.02 pm
4	Select Committee: Strategic Workforce – <b>Karen Crowshaw (Non-Executive Director/Strategic Workforce Committee Chair), to give a presentation.</b>	2.05 pm
5	Apologies for Absence – Mr Johnson to report.	2.45 pm
6	Minutes of the Previous Council of Governors' Meeting held on 27th July 2016 – Mr Johnson to report. (Enclosed).	2.46 pm

7	<p>Matters Arising:-</p> <p>a) Action List from the Previous Council of Governors' Meeting held on 27th July 2016 – Mr Johnson to report. (Enclosed).</p> <p>b) Action Tracking Document – Mr Johnson to report. (Enclosed).</p>	2.50 pm
8	<p>External Audit Update – <b>Rebecca Gissing (PwC) to attend for this item.</b> (Enclosed).</p>	3.00 pm
9	<p><b><u>Chairman's Report:-</u></b></p> <p>a) Chairman's Update (Board Report). (Enclosed).</p> <p>b) NED Appointment. (Verbal Report).</p> <p>c) NED Succession Planning / Recruitment (Enclosed).</p> <p>d) Well Led Governance Report: Executive Summary. (Enclosed).</p> <p>e) Trust Constitution. (To Follow).</p> <p>f) Schedule of Informal and Formal Meetings for 2017/18. (Enclosed).</p> <p>g) Annual Members Meeting 2015/16: Draft Minutes. (Enclosed).</p>	3.20 pm
10	<p><b><u>Items for Discussion/Approval:-</u></b></p> <p>a) External Audit Services – Mr Bennett to report. (Enclosed).</p> <p>b) Strategy – Mrs Swift/Mr Bennett to report:-</p> <ul style="list-style-type: none"> <li>• Shared Services. (Verbal Report).</li> <li>• Governors Strategy Focus Group. (Verbal Report).</li> <li>• Strategic Plan. (Verbal Report).</li> </ul>	3.50 pm
11	<p><b><u>Lead Governor's Report</u></b></p> <p>a) Feedback from the Governors' Informal Meeting held on 11th October 2016. (Enclosed).</p> <p>b) NHS Providers Feedback. (Verbal Report).</p>	4.05 pm
12	<p><b><u>Membership Committee Chair's Report:-</u></b></p> <p>a) Membership Report. (Enclosed).</p> <p>b) Membership Committee Feedback. (Enclosed).</p>	4.15 pm
13	<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>	4.25 pm

	<p>h) Declaration of Confidentiality.</p> <p>i) Date of Next Meeting.</p>	
		<p>Total Duration – 2 hours, 35 minutes</p>



**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