

PLEASE NOTE THE START TIME AND VENUE FOR THIS MEETING

19th July 2018

Dear Governors

Council of Governors

The next meeting of the Council of Governors will take place on Wednesday 25th July 2018 at **2.00 pm** in the Board Room, Trust Headquarters, Blackpool Victoria Hospital.

Yours sincerely

Jacinta Gaynor (Mrs)
Membership & Governors Officer

A G E N D A

Agenda Item Number	Agenda Item	Duration	Purpose / Expected Outcome
1	Declarations of Interests.	2.00 pm (1 minute)	For Information
2	Apologies for Absence.	2.01 pm (1 minute)	For Information
3	Value of the Month – Mr Butler to report.	2.02 pm (3 minutes)	For Discussion

Agenda Item Number	Agenda Item	Duration	Purpose / Expected Outcome
4	Minutes of the Previous Council of Governors' Meeting held on 25 th April 2018 – Mr Butler to report. (Enclosed).	2.05 pm (2 minutes)	For Approval
5	Matters Arising:- a) Action List from the Previous Council of Governors' Meeting held on 25 th April – Mr Butler to report. (Enclosed). b) Action Tracking Document – Mr Butler to report. (Enclosed).	2.07 pm (3 minutes)	For Discussion
6	Minutes of the Extraordinary Council of Governor Meetings held on 18 th May 2018, 31 st May 2018 and 26 th June 2018 – Mr Butler to report. (Enclosed).	2.10 pm (5 minutes)	For Approval
7	Select Committee: Audit Committee – Michael Hearty (Non-Executive Director/Audit Committee Chair) to give a presentation.	2.15 pm (20 minutes)	For Information
8	<u>Items for Discussion/Approval:-</u> a) CQC Update – Mrs Thompson to report. (Verbal Report). b) Strategy Update and Feedback from Governors Strategic Focus Group Meeting held on 3 rd July 2018 – Mrs Swift/ Mr Holden to report. (Enclosed) c) Finance Update – Mr Bennett to report. (Verbal Report).	2.35 pm (10 minutes) 2.45 pm (20 minutes) 3.05pm (10 minutes)	For Discussion For Discussion For Discussion
9	<u>Chairman's Report:-</u> a) Chairman's Update. (Verbal Report). b) Arrangements for Future Council of Governors' Meetings. (Verbal Report). c) Review of the Chair/NED Recruitment Process and Proposed Amendments to the Trust Constitution. (Verbal Report). d) Feedback from Board Committee Meetings: Quality Committee / Finance Committee / Strategic Workforce Committee. (To Be Tabled At The Meeting). e) Information Governance (IG) Mandatory Training - (Enclosed):- <ul style="list-style-type: none"> • Confidentiality Code of Conduct • IG Mandatory Training Workbook & Questions f) Annual Members Meeting 2017/18 – Draft Minutes. (Enclosed).	3.15 pm (5 minutes) 3.20 pm (5 minutes) 3.25 pm (5 minutes) 3.30 pm (10 minutes) 3.40 pm (5 minutes) 3.45 pm (5 minutes)	For Information For Discussion For Information For Information For Information For Approval

Agenda Item Number	Agenda Item	Duration	Purpose / Expected Outcome
10	<p>Feedback from External Auditors – Mr Othmane Reguzi (PwC Director) to attend for this item.</p> <ul style="list-style-type: none"> a) Annual Audit Letter. (Enclosed). b) Long Form Quality Report. (Enclosed). c) Quality Report Opinion. (Enclosed). d) Enhanced Audit Report. (Enclosed). e) ISA (260) Final Report. (Enclosed). f) Annual Report & Accounts 2017/18 and Quality Report 2017/18. (Enclosed). 	3.50 pm (15 minutes)	For Discussion
11	<p><u>Lead Governor’s Report:-</u></p> <ul style="list-style-type: none"> a) Notes from the Governors’ Informal Meeting held on 10th July 2018. (Enclosed). b) Governor Focus on Patient Experience. (Verbal Report). 	4.05 pm (5 minutes) 4.10 pm (10 minutes)	For Information For Discussion
12	<p><u>Membership Committee Chair’s Report:-</u></p> <ul style="list-style-type: none"> a) Membership Committee Assurance Report. (Enclosed). 	4.20 pm (10 minutes)	For Discussion
13	<p><u>Standard Reports – Mr Butler to report:-</u></p> <ul style="list-style-type: none"> a) Items Recommended for Decision or Discussion by the Board of Directors. (Verbal Report). b) Items Recommended for Decision or Discussion by the Board Committees. (Verbal Report). c) Annual Work Plan. (Enclosed). d) Attendance Monitoring. (Enclosed). e) Motions or Questions on Notice. f) Urgent Motions or Questions. g) Value of the Month. (Verbal Report). h) Review of Meeting: Living the Values. (Verbal Report). i) Declaration of Confidentiality. (Verbal Report). j) Date of Next Meeting. (Verbal Report). 	4.30 pm (10 minutes)	For Discussion
		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: Pearse Butler

Chief Executive: Wendy Swift