



**Blackpool Teaching  
Hospitals**  
NHS Foundation Trust

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7<sup>th</sup> May 2019

Dear Governors

**Council of Governors**

The next meeting of the Council of Governors will take place on Tuesday 14<sup>th</sup> May 2019 at **2.00 pm** in the Boardroom, Trust Headquarters, Blackpool Victoria Hospital.

Yours sincerely

Jacinta Gaynor (Mrs)  
Membership & Governors Officer

**A G E N D A**

<b>Agenda Item Number</b>	<b>Agenda Item</b>	<b>Duration</b>	<b>Purpose/ Expected Outcome</b>
1	Chair's Welcome/Introductions and Implications of Purdah – Mr Butler to report. (Verbal Report).	14.00 (2 mins)	Information
2	Declarations of Interests – Mr Butler to report.	14.02 (1 min)	Information
3	Apologies for Absence – Mr Butler to report.	14.03 (1 min)	Information
4	Minutes of the Previous Council of Governors Meeting held on 6 <sup>th</sup> February 2019 – Mr Butler to report. (Enclosed).	14.04 (1 min)	Approval
5	Matters Arising:-  a) Action List from the Council of Governors Meeting held on 6 <sup>th</sup> February 2019 – Mr Butler to report. (Enclosed).  b) Action Tracking Document – Mr Butler to report. (Enclosed).	14.05 (3 mins)  14.08 (2 mins)	Discussion  Discussion
6	Chair's Report – Mr Butler to report. (Verbal Report).  a) Stroke Unit Update. b) Interim Management Arrangements for the Chief Executive and Director of Quality & Nursing Posts.	14.10 (10 mins)	Information

7	Lead Governor's Report – Mrs Crouch to report. (Verbal Report).	14.25 (5 mins)	Information
8	<p>Governance Report. (Enclosed)</p> <p>a) Chair's Appraisal 2018/19 and Objectives 2019/20 – Nominations Committee to report. <b>(Chair to leave the meeting for this item)</b></p> <p>b) Non-Executive Directors' Appraisals 2018/19 and Objectives for 2019/20 – Nominations Committee to report. (Appendix 1 &amp; 2) <b>(Non-Executive Directors to leave the meeting for this item)</b></p> <p>c) Chair's and Non-Executive Directors' Annual Remuneration 2019/20 Nominations Committee to report. <b>(Chair and Non-Executive Directors to leave the meeting for this item)</b></p> <p>d) Trust Constitution Update – Governors Strategic Focus Group to report. (Appendix 3)</p> <p>e) Governor Training – Governors Strategic Focus Group to report.</p> <p>f) Governor Involvement in Board Committees – Governors Strategic Focus to report. (Appendix 6)</p> <p>g) Membership Committee Terms of Reference – Membership Committee to report. (Appendix 4)</p> <p>h) Membership Report Annual Update – Membership Committee to report. (Appendix 5)</p> <p>i) Governor Declarations 2019/20 – Mr Butler to report.</p> <p>j) Information Governance (IG) Mandatory Training 2019/20/Confidentiality Code of Conduct – Mr Butler to report.</p>	14.30 (30 mins)	Information/ Discussion/ Approval
9	<p><u>Chairs Updates from Council of Governors Committee Meetings:-</u></p> <p>a) Membership Committee Meeting Minutes/Feedback Form from the meeting held on 8<sup>th</sup> April 2019 – Mrs Roche to report. (Enclosed)</p> <p>b) Governors Strategic Focus Group Action Notes/Feedback Form from the meeting held on 9<sup>th</sup> April 2019 – Mr Holden to report. (Enclosed)</p> <p>c) Nominations Committee Meeting Feedback from the meeting held on 7<sup>th</sup> May 2019 - Mr Butler to report. (Enclosed)</p>	15.00 (5 mins)  15.05 (5 mins)  15.10 (5 mins)	Information/ Discussion
10	<p><u>Performance and Strategy:-</u></p> <p>a) Board Committee Feedback: Audit Committee – Mr Hearty (Non-Executive Director/Audit Committee Chair) to give a presentation.</p> <p>b) Assurance Reports from Board Committees:- (Finance/Quality/Strategic Workforce). (Enclosed)</p> <p>i) Board Committee Chair's Assurance Reports</p> <p>ii) Governor Observer Feedback Reports</p> <p>c) CQC Update:-</p> <p>i) CQC Emergency Department Report – Mr Murphy to report. (Verbal)</p> <p>ii) CQC Inspection: 3<sup>rd</sup> to 7<sup>th</sup> June 2019 – Mrs Anderton to</p>	15.15 (20 mins)  15.35 (10 mins)      15.45 (15 mins)	Information/ Discussion

	report. (Verbal) d) Winter Plan – Mrs Groves to give a presentation. (Enclosed).	16.00 (10 mins)	
11	Items Recommended for Decision or Discussion by the:-  i) Council Committees ii) Board of Directors iii) Board Committees	16.10 (10 mins)	Discussion
12	Items for Discussion/Approval:- a) Attendance Monitoring – Mr Butler to report. (Enclosed). b) Trust Values / Examples of Value of the Month – Mr Butler to report. (Verbal Report).	16.20 (5 mins)	
13	Motions - Mr Butler to report. (Verbal)  a) Motions or Questions on Notice b) Urgent Motions or Questions on Notice	16.25 (3 mins)	Discussion
14	Declaration of Confidentiality – Mr Butler to report.	16.28 (1 min)	Information
15	Date of Next Meeting – Mr Butler to report. Wednesday 11 <sup>th</sup> September 2019 at 2pm in the Boardroom, THQ, BVH.	16.29 (1 min)	Information
		Total Duration – 2 hours, 30 mins	