



**Blackpool Teaching
Hospitals**
NHS Foundation Trust

Chair's Office
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6th November 2019

Dear Governors

Council of Governors

The next meeting of the Council of Governors will take place on Tuesday 12th November 2019 at 2.00 pm in the Boardroom, Trust Headquarters, Blackpool Victoria Hospital.

Yours sincerely

Julie Harrison (Ms)
Membership & Governors Officer (Temp)

AGENDA

Agenda Item Number	Agenda Item	Duration	Purpose/ Expected Outcome
1	Chair's Welcome/Introductions and Implications of Purdah – Mr Butler to report. (Verbal Report).	2.00 pm (1 minute)	Information
2	Declarations of Interests – Mr Butler to report.	2.01 pm (1 minute)	Information
3	Apologies for Absence – Mr Butler to report.	2.02 pm (1 minute)	Information
4	Minutes of the Previous Council of Governors Meeting held on 11 th September 2019 – Mr Butler to report. (Enclosed).	2.03 pm (2 minutes)	Approval
5	Matters Arising:- a) Action List from the Council of Governors Meeting held on 11 th September 2019 – Mr Butler to report. (Enclosed). b) Action Tracking Document – Mr Butler to report. (Enclosed).	2.05 pm (2 minutes) 2.07 pm (2 minutes)	Discussion Discussion
6	Minutes of the Extraordinary Council of Governors Meeting held on 16 th September 2019 – Mr Butler to report. (Enclosed).	2.09 pm (1 minute)	Approval

7	<p>Chair's Report – Mr Butler to report.</p> <p>a) Recruitment of Chief Executive, Medical Director and Director of Nursing, AHP & Quality. (Verbal Report).</p> <p>b) Non-Executive Director Term of Office (Mrs Mary Whyham). (Enclosed).</p>	2.10 pm (10 minutes)	<p>Information</p> <p>Approval</p>
8	<p>Performance and Strategy:-</p> <p>a) Winter Plan Update – Mr McGee to report. (Verbal Report),</p> <p>b) Board Committee Feedback: Workforce Transformation Committee – Mrs Whyham (Non-Executive Director/ Workforce Transformation Committee Chair) to give a presentation.</p> <p>c) Board Committees: Governor Observer Feedback Forms:-</p> <p>i) Workforce Transformation Committee (29th July 2019) – Mrs Roche to report. (Enclosed).</p> <p>ii) Finance Committee (18th September 2019) – Mr Owen to report. (Enclosed).</p> <p>iii) Quality Committee (23rd September 2019) – Mr Hameed to report. (To follow).</p> <p>iv) Performance & Operations Committee (23rd October 2019) – Mr Gratrix to report. (Verbal Report).</p>	2.20 pm (40 minutes)	<p>Information</p> <p>Information/ Discussion</p> <p>Information/ Discussion</p>
9	<p>Lead Governor and Deputy Lead Governor Reports (Verbal Report).</p> <p>a) Notes from Governors Informal Meeting held on 28th October 2019 - Mrs Crouch to report. (Verbal Report).</p> <p>b) Buddy System Update – Mr Holden to report. (Verbal Report).</p>	3.00 pm (10 minutes)	Information/ Discussion
10	<p><u>Chairs' Updates from Council of Governors Committee Meetings. (Enclosed):-</u></p> <p>a) Membership Committee: Minutes/Feedback from 7th October 2019.</p> <p>b) Governors Strategic Focus Group: Minutes/Feedback Form from 8th October 2019.</p> <p>c) Nominations Committee Meeting: Feedback from 22nd October 2019</p>	3.10 pm (15 minutes)	Information/ Discussion
11	<p><u>Quality and Safety:-</u></p> <p>CQC Action Plan – Mr Stefan Verstraelen to attend for this item. (Verbal).</p>	3.25 pm (15 minutes)	Information/ Discussion
12	<p><u>Engagement:-</u></p> <p>Freedom To Speak Up Report – Mrs Terri Vaselli to attend for this item. (Enclosed).</p>	3.40 pm (15 minutes)	Information/ Discussion
13	<p>Items Recommended for Discussion or Decision by the:-</p> <p>i) Council Committees</p> <p>ii) Board Committees</p> <p>iii) Board of Directors</p>	3.55 pm (10 minutes)	Discussion/ Approval

14	<p>Items for Information/ Discussion/Approval:-</p> <p>a) Annual Work Plan – Mr Butler to report. (Enclosed).</p> <p>b) Attendance Monitoring – Mr Butler to report. (Enclosed).</p> <p>c) Trust Values / Examples of Value of the Month – Mr Butler to report. (Verbal Report).</p>	4.05 pm (5 minutes)	Approval Information Discussion
15	<p>Motions - Mr Butler to report. (Verbal Report)</p> <p>a) Motions or Questions on Notice</p> <p>b) Urgent Motions or Questions on Notice</p>	4.10 pm (1 minute)	Information Information
16	Formal Meeting Review – Mr Butler to report. (Verbal Report)	4.11 pm (5 minutes)	Discussion
17	Declaration of Confidentiality – Mr Butler to report.	4.16 pm (1 minute)	Discussion
18	Date of Next Meeting – Mr Butler to report. Wednesday 11 th March 2020 at 2pm in the Boardroom, THQ, BVH.	4.17 pm (1 minute)	Information
		Total Duration - 2 hours, 18 minutes	