



**Blackpool Teaching
Hospitals**
NHS Foundation Trust

Corporate Team
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Blackpool Victoria Hospital
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6 March 2020

Dear Governors

Council of Governors

The next meeting of the Council of Governors will take place on Wednesday 11 March 2020 at 2.00 pm in the Board Room, Trust Headquarters, Blackpool Victoria Hospital.

Yours sincerely

Corporate Team

AGENDA

Agenda Item Number	Agenda Item	Duration	Purpose/ Expected Outcome
1	Chair's Welcome and Introductions – Mr Butler to 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 12 November 2019 – Mr Butler to report (Enclosed).	2.03 pm (1 minute)	Approval
5	Matters Arising :- a) Action List – Mr Butler to report (Enclosed).	2.04 pm (1 minute)	Discussion
6	Minutes of the Extraordinary Council of Governors Meeting held on 9 January 2020:- Mr Butler to report (Enclosed)	2.05 pm (1 minute)	Approval
7	Chair's Report (Verbal).	2.06 pm (7 minutes)	Information

8	Non-Executive Director Appointment: Introduction/Background Information – Mrs Sheena Bedi to report (Verbal)	2.13 pm (7 minutes)	Information
9	Governance:- a) Recommendation for Appointment of Non-Executive Director – Mr Butler to report (Enclosed). b) Process for Chair's Appraisal – Nominations Committee to report (Verbal). (Chair to leave the meeting for this item) c) Process for Non-Executive Director Appraisals – Mr Butler to report (Verbal). (Non-Executive Directors to leave the meeting for this item) d) Process for Governor Elections – Mr Butler to report (Verbal). e) Proposed Arrangements for Election of Deputy Lead Governor – Mr Butler to report (Verbal). f) Mandatory Training: Information Governance – Mr Butler to report (Verbal). g) Governor Declarations – Mr Butler to report (Verbal). h) External Audit Contract – Mr Bennett to report (Enclosed).	2.20 pm (10 minutes) 2.30 pm (5 minutes) 2.35 pm (5 minutes) 2.40 pm (5 minutes) 2.45 pm (5 minutes) 2.50 pm (1 minute) 2.51 pm (1 minute) 2.52 pm (8 minutes)	Approval Information Information Information Information Information Approval
10	Performance and Strategy:- a) Winter Plan Update – Mr Tim Bennett to report (Verbal), b) Board Committee Feedback (Performance & Operations Committee) – Mr Mark Beaton (Non-Executive Director/ Committee Chair) to give a presentation. c) Board Committee Minutes (Enclosed):- i) Workforce Transformation Committee Minutes- 21 January 2020. ii) Finance & IMT Committee Minutes - 23 January 2020. iii) Quality Committee Minutes- 21 January 2020. iv) Performance & Operations Committee Minutes- 23 January 2020. v) Clinical Effectiveness Committee Minutes- 17 December 2019.	3.00 pm (10 minutes) 3.10 pm (20 minutes) 3.30 pm (10 minutes)	Information Discussion Discussion
11	Quality and Safety:- a) CQC Action Plan – Mr Murphy/Mr Verstraelen to report (Verbal)	3.40pm (10 minutes)	Discussion
12	Lead Governor and Deputy Lead Governor Report:- a) Notes from the Governors Informal Meeting held on 25 February	3.50 pm	Information/

	2020 - Mrs Crouch to report (Verbal). b) Governor Training – Mrs Crouch to report (Verbal). c) Feedback on the Quality Indicator – Mrs Crouch to report (Verbal)	(5 minutes) 3.55 pm (5 minutes)	Discussion Information/ Discussion
13	Chairs' Updates from Council of Governors Committee Meetings:- a) Membership Committee: Governor Feedback Form (3 February 2020) – Miss Daniels to report (Enclosed). b) Governors Strategic Focus Group: Governors Feedback Form (4 February 2020) – Mr Butler to report (Enclosed). c) Nominations Committee: Feedback Report (25 February 2020) – Mr Butler to report (Enclosed).	4.00 pm (15 minutes)	Information/ Discussion
14	Items Recommended for Discussion or Decision by:- i) Council Committees ii) Board Committees iii) Board of Directors	4.15 pm (5 minutes)	Discussion/ Approval
15	Items for Information/ Discussion/Approval:- a) Annual Schedule of Meetings – Mr Butler to report (Enclosed). b) Annual Work Plan – Mr Butler to report (Enclosed). c) Attendance Monitoring – Mr Butler to report (Enclosed). d) Trust Values / Examples of Value of the Month – Mr Butler to report (Verbal).	4.20 pm (5 minutes)	Approval Information Information Discussion
16	Motions - Mr Butler to report (Verbal Report). a) Motions or Questions on Notice b) Urgent Motions or Questions on Notice	4.25 pm (1 minute)	Information Information
17	Formal Meeting Review – Mr Butler to report (Verbal).	4.26 pm (2 minutes)	Discussion
18	Declaration of Confidentiality – Mr Butler to report.	4.28 pm (1 minute)	Discussion
19	Date of Next Meeting – Mr Butler to report. Wednesday 20 May 2020 at 2.00 pm in the Board Room, THQ, BVH.	4.29 pm (1 minute)	Information
		Total Duration - 2 hours, 30 minutes	