

Chairman's Office
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26th July 2012

Dear Governor

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 Monday 13th August 2012 at 9.30 am in Room 4, Education Centre (next to Trust Headquarters), Blackpool Victoria Hospital. Tea/Coffee will be available from 9.00 am.

I should be grateful if you would confirm your attendance/apologies by no later than Thursday 9th August 2012.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

AGENDA

1. Chairman's Introduction.
2. Declarations of Interests – Mr Johnson to report. (Verbal Report).
3. Annual Accounts Process and Re-Appointment of External Auditors – Mr Olive to report. (Enclosed).
4. Annual Report & Accounts 2011/12 and Quality Accounts 2011/12 – Mr Welch to report. (Enclosed).
5. Feedback from PWC (External Auditors) – **Stuart Baron to attend for this item:-**
 - a) Audit Process.
 - b) ISA (260) Report For Those Charged With Governance.
 - c) Report on the Quality Accounts.
6. Health and Well-Being Board: Consultation on Proposed Priorities – **Blackpool LINK to attend for this item.** (Enclosed).

- 7 Capital Developments/Main Entrance/Car Park Update – **Robert Bell, Director of Clinical Support and Facilities Management, to attend for this item.** (Verbal Report).
8. Patient Experience Revolution Update – **Mr Paul Jebb, Patient Experience Manager, to attend for this item.** (Verbal Report).
9. Apologies for Absence.
10. Minutes of the Previous Council of Governors Meeting held on 21st May 2012. (Enclosed).
11. Matters Arising:-
 - i) Action List from the Council of Governors Meeting held on 21st May 2012 – Mr Johnson to report. (Enclosed).
12. Council of Governors Meetings: Action Tracking Document. (Enclosed).
13. **Chairman's Report – Mr Johnson to report:-**
 - a) Chairman's Communications – Mr Johnson to report.
 - b) Action Plan from Deloitte's Formal Feedback Report: Governors' Workshop. (Enclosed).
 - c) Council of Governors' Sub-Groups – Proposed Membership. (Enclosed).
 - d) Trust Constitution. (Enclosed).
 - e) Draft Membership Strategy – deferred to November 2012.
 - f) Annual Members' and Public Meeting. (Verbal Report).
 - g) Ratification of Nominations Committee Terms of Reference. (Enclosed).
 - h) Review of FTGA Membership. (Verbal Report).
 - i) Elections for the Foundation Trust Governors Association. (Enclosed).
14. **Chief Executive's Report – Mr Kehoe to report:-**
 - a) Chief Executive's Report. (Enclosed).
 - b) Corporate Objectives 2012/13: Quarterly Update. (Enclosed).
 - c) Fylde Coast Public Consultation Update. (Verbal Report).
 - d) Quarterly Finance Report (1st April to 30th June 2012). (Enclosed).
 - e) Quarterly Performance Report (1st April to 30th June 2012). (Enclosed).
 - f) Transformation of Patient Pathways:-
 - Update. (Verbal Report).
 - Nominated Governor for the Transformation Programme Board. (Enclosed).
 - g) Mortality Update:-
 - Mortality Rates – Out of Hours.
 - Mortality Reduction Action Plan. (Enclosed).

- h) Serious Untoward Incidents. (Verbal Report).
- i) Board Assurance Framework Summary. (Enclosed).
- j) Corporate Risk Register. (Enclosed).
- k) Patient Experience Report – Quarter 1. (Enclosed).
- l) Clinical Audit Update. (Enclosed).
- m) Vision Programme Update. (Enclosed).

15. Membership Report – Mrs Smith to report:-

- a) Membership Update. (Enclosed).
- b) Items Referred from the Membership Committee Meeting held on 30th July 2012. (Verbal Report).
- c) FTGA Feedback – Mrs Smith to report. (Verbal Report).

16. Issues Raised by Governors:-

- a) Provision of 16 to 18 Year Old In-Patients in the Women's and Children's Unit – Miss Burke to report. (Verbal Report).

17. Feedback Reports:-

- a) Feedback from Governors' Attendance at Board Meetings:-
 - 30th May 2012 - Mr Winter to report. (Verbal Report).
 - 27th June 2012 - Mrs MacDonald to report. (Verbal Report).
- b) Feedback from the Formal Patient Safety Walkabouts:-
 - 11th June 2012 – Mr Allcock to report. (Verbal Report).
 - 13th July 2012 – Mr Butler to report. (Verbal Report).
 - 9th August 2012 – Mr Butler to report. (Verbal Report).
- c) Feedback from the North West Governors' Forum held on 12th July 2012 – Mr Gandhi to report. (Verbal Report).

18. Standard Reports – Mr Johnson to report:-

- a) Items to be Reported to the Board of Directors. (Verbal Report).
- b) Items to be Recommended for Decision or Discussion by Trust Committees. (Verbal Report).
- c) Annual Work Plan – Mr Johnson to report. (Enclosed).
- d) Attendance Monitoring – Mr Johnson to report. (Enclosed).
- e) Motions or Questions on Notice.
- f) Urgent Motions or Questions.
- g) Declaration of Confidentiality.
- h) Date of Next Meeting – Monday 12th November 2012.