

Chairman's Office
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27th January 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 February 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 February 2012.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

A G E N D A

1. Mortality Report – **Dr Paul Kelsey, Medical Director, to attend at 9.30 am for this item.**
2. Mortality Rates: Out of Hours – Dr Kelsey to report.
3. Nurse Staffing Report – **Mr Grimshaw, Director of HR & OD, to attend at 10.00 am for this item.** (Enclosed).
4. Recruitment of Trust Chairman – Mr Grimshaw to report.
5. Recruitment of Medical Director – Mr Grimshaw to report.
6. Chairman's Introduction.
7. Apologies for Absence.
8. Minutes of the Previous Meeting held on 14th November 2011. (Enclosed).

9. Matters Arising:-
 - i) Action List from the Council of Governors Meeting held on 14th November 2011. (Enclosed).
10. Council of Governors Meetings: Action Tracking Document. (Enclosed).
11. Annual Work Plan – Miss Lester to report. (Enclosed).
12. Minutes of the Nominations Committee Meeting held on 25th January 2012 – Mr Askew to report. (Enclosed).

For Approval:-

13. Council of Governors' Terms of Reference – Miss Lester to report. (Enclosed).
14. Feedback from the Elections Sub-Group – Mrs Smith to report. (Enclosed).

For Discussion:-

15. Annual Planning Process 2012/13 – Mrs Oliver to report. (Enclosed).
16. Annual Report and Accounts/Quality Accounts – Mrs Aubrey to report. (Verbal Report).
17. Quality Accounts: Feedback from the Governors' Sub-Group Meeting held on 6th February 2012 – Mrs Aubrey to report. (Verbal Report).
18. Draft Corporate Objectives 2012/13 – Mr Kehoe to report. (Enclosed).
19. Fylde Coast Public Consultation:-
 - i) Update – Mrs Oliver to report. (Enclosed).
 - ii) Feedback from the Additional Council of Governors Meeting held on 20th January 2012 – Governors to report. (Verbal Report).
20. Annual Self Assessment: Formal Feedback from Governors Workshop held on 4th November 2011 – Miss Lester to report. (Enclosed).
21. Initial Feedback from the Governor Workstreams held on 6th February 2012 – Governors to report. (Verbal Report).
22. Deloitte Action Plan Exception Report and Feedback from Deloitte's Board Effectiveness Review (Second Phase) – Miss Lester to report. (Enclosed).
23. Feedback from Governors' Attendance at Board Meetings – Mr Winter/Mr Holden/Mrs MacDonald/Mrs Rigg/Mr Chivers to report. (Verbal Report).
24. Arrangements for Distribution of Future Agendas – Miss Lester to report. (Verbal Report).

Standard Reports:-

25. Chief Executive's Report – Mr Kehoe to report. (Enclosed).
26. Transformation of Patient Pathways (TOPPs) Update – Mrs Swift to report. (Verbal Report).
27. Quarterly Finance Report (October to December) – Mr Welch to report. (Enclosed).

28. Quarterly Performance Report (October to December) – Mrs Oliver to report. (Enclosed).
29. Serious Untoward Incidents – Mr Kehoe to report. (Verbal Report).
30. Membership Report – Mrs Smith to report. (Enclosed).
31. Items Referred from the Membership Committee Meeting held on 27th January 2012 – Mrs Smith to report:-
 - i) Membership Recruitment and Engagement. (Verbal Report).
32. FTGA Feedback – Mrs Smith to report. (Verbal Report).

For Information:-

33. Board Assurance Framework Summary. (Enclosed).
34. Corporate Risk Register Summary. (Enclosed).
35. Quarterly Complaints/PALS Reports (October to December). (Enclosed).
36. Vision Programme Update. (Enclosed).
37. Clinical Audit Update. (Enclosed).

Feedback

38. Feedback from the Formal Patient Safety Walkabout held on 31st January 2012 – Mr Chivers to report. (Verbal Report).
39. Feedback from the North West Governors' Forum held on 23rd January 2012 – Mr Bamford/Mrs Walthew to report. (Verbal Report).
40. Items to be Reported to the Board of Directors – Miss Lester to report. (Verbal Report).
41. Items to be Recommended for Decision or Discussion by Trust Committees – Miss Lester to report. (Verbal Report).
42. Chairman's Communications – Miss Lester to report. (Verbal Report).
43. Motions or Questions on Notice – Miss Lester to report. (Enclosed):-
 - i) Mortality Rates: Out of Hours – addressed by Dr Kelsey under agenda item 2.
 - ii) Escalation Process: Increased Risk to Patients – to be addressed by Mrs Oliver.
44. Urgent Motions or Questions.
45. Date of Next Meeting – Monday 21st May 2012.