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10th May 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 21st May 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 17th May 2012.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

AGENDA

1. Chairman's Introduction.
2. Declarations of Interests – Mr Johnson to report. (Enclosed).
3. Introduction by Dr Mark O'Donnell, Newly Appointed Medical Director – **Dr O'Donnell to attend at 9.30 am for this item.** (Verbal Report)
4. AQUA Mortality Report and Trust Action Plan – **Dr O'Donnell to attend for this item.** (Enclosed).
5. Quarterly Complaints and PALS Report (January to March) – **Mr Paul Jebb, Patient Experience Manager, to attend at 10.30 am for this item.** (Enclosed).
6. Patient Experience Revolution Update – **Mr Paul Jebb, Patient Experience Manager, to attend for this item.**
7. Apologies for Absence.

8. Minutes of the Previous Council of Governors Meeting held on 13th February 2012. (Enclosed).
9. Matters Arising:-
 - i) Action List from the Council of Governors Meeting held on 13th February 2012 – Mr Johnson to report. (Enclosed).
10. Minutes of the Extraordinary Council of Governors Meeting held on 13th February 2012. (Enclosed).
11. Matters Arising.
12. Council of Governors Meetings: Action Tracking Document. (Enclosed).
13. Minutes of the Nominations Committee Meeting held on 9th May 2012 – Mr Johnson to report. (To Follow).

For Approval:-

14. Newly Appointed Chairman's Draft Objectives 2012/13 – Mr Askew to report. (Enclosed).
15. Chairman's and Non-Executive Directors Annual Remuneration – Mr Askew to report.
16. Policy for Payment of Expenses to Chairman and Non-Executive Directors – Mr Askew to report. (To Follow).

For Discussion:-

17. Retired Chairman's Appraisal 2011/12 – Mr Askew to report. (Enclosed).
18. Non-Executive Directors Appraisal (2011/12) and Objectives (2012/13) – Mr Johnson to report.
19. Elections for the Foundation Trust Governors Association – Mr Johnson to report. (Enclosed).
20. Annual Plan 2012/13 – Mrs Oliver to report. (Verbal Report).
21. Annual Report and Accounts/Quality Accounts – Mrs Aubrey to report. (Enclosed).
22. Final Corporate Objectives 2012/13 – Mr Kehoe to report. (Enclosed).
23. Fylde Coast Public Consultation Update – Mrs Swift to report. (Verbal Report).
24. Deloitte's Formal Feedback Report from the Governors Workshop held on 6th February 2012 – Mr Johnson to report. (Enclosed).
25. Deloitte's Board Effectiveness Review (Second Phase): Trust Action Plan – Mr Johnson to report. (Enclosed).
26. Health and Social Care Act 2012 – Mr Johnson to report. (Enclosed).
27. Governors Objectives 2012/13 – Mr Johnson to report. (Verbal Report).
28. Annual Members' and Public Meeting – Mr Johnson to report. (Verbal Report).

Standard Reports:-

29. Chief Executive's Report – Mr Kehoe to report. (To Follow).
30. Transformation of Patient Pathways (TOPPs) Update – Mrs Swift to report. (Verbal Report).
31. Quarterly Finance Report (January to March) – Mr Welch to report. (Enclosed).
32. Quarterly Performance Report (January to December) – Mrs Oliver to report. (Enclosed).
33. Serious Untoward Incidents – Mr Kehoe to report. (Verbal Report).
34. Membership Report – Mrs Smith to report. (Enclosed).
35. Items Referred from the Membership Committee Meeting held on 11th May 2012 – Mrs Smith to report.
36. FTGA Feedback – Mrs Smith to report. (Verbal Report).

For Information:-

37. Vision Programme Update. (Enclosed).
38. Clinical Audit Update. (Enclosed).
39. Membership Strategy – deferred to August 2012.

Feedback

40. Feedback from Governors' Attendance at Board Meetings in February/March/April – Mr Smith-Hart/Mrs Walthew/Mr Gandhi to report. (Verbal Report).
41. Feedback from the Formal Patient Safety Walkabouts in February/March/April/May – Mr Smith/Mrs MacDonald/Mrs Walthew/Mr Holden to report. (Verbal Report).
42. Feedback from the FTGA National Development Day held on 14th March 2012 – Mr Bamford/Mr Smith to report. (Verbal Report).
43. Items to be Reported to the Board of Directors – Mr Johnson to report. (Verbal Report).
44. Items to be Recommended for Decision or Discussion by Trust Committees – Mr Johnson to report. (Verbal Report).
45. Chairman's Communications – Mr Johnson to report. (Verbal Report).
46. Annual Work Plan – Mr Johnson to report. (Enclosed).
47. Attendance Monitoring – Mr Johnson to report. (Enclosed).
48. Motions or Questions on Notice – Mr Johnson to report:-

Mr John Bamford: "We plan for increased patient flow in the winter. What planning do we do to allow for the variability in demand throughout the rest of the year?" – to be addressed by Mrs Oliver.

49. Urgent Motions or Questions.
50. Declaration of Confidentiality.
51. Date of Next Meeting – Monday 13th August 2012.