

Blackpool Teaching Hospitals

NHS Foundation Trust

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31st January 2013

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 11th February 2013 at 9.30 am in the **Board Room, Blackpool Stadium.**

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 7th February 2012.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

AGENDA

1. The Role of the Care Quality Commission and the Link with Governors – **Dawn Hodgkins, North West Region Assessor, Care Quality Commission, to attend at 9.00 am for this item.**
2. Youth Forum – **Fiona Jones, Patient Experience Officer, and Sarah Hine, Staff Nurse, to attend at 9.30 am for this item.**
3. Declarations of Interests – Mr Johnson to report. (Verbal Report).
4. Apologies for Absence.
5. Chairman's Introduction.
6. Minutes of the Previous Council of Governors Meeting held on 12th November 2012. (Enclosed).
7. Matters Arising:-

- i) Action List from the Council of Governors Meeting held on 12th November 2012. (Enclosed).
- 8. Minutes of the Extraordinary Council of Governors Meeting held on 17th December 2012. (Enclosed).
- 9. Matters Arising.
- 10. Minutes of the Nominations Committee held on 8th November 2012. (Enclosed).
- 11. Matters Arising.
- 12. Council of Governors Meetings: Action Tracking Document. (Enclosed).

13. Chairman's Report – Mr Johnson to report:-

- a) Chairman's Communications. (Enclosed).
- b) Action Plan from Deloitte's Formal Feedback Report: Governors' Workshop – Update. (Enclosed).
- c) Health & Social Care Act 2012 – Progress on Action Plan. (Enclosed).
- d) Trust Constitution – Summary of Amendments. (Enclosed).
- e) Appointment of Senior Independent Director (SID). (Verbal Report).
- f) Council of Governors' Terms of Reference – Annual Review. (Enclosed).
- g) Role Specification for Governors. (Enclosed).
- h) Nominations Committee – Appointed Governor Representative. (Verbal Report).
- i) Council of Governors' Sub-Groups – Progress Report:-
 - Finance Sub-Group – Mrs MacDonald to report. (Verbal Report).
 - Patient Safety & Quality Sub-Group – Mr Bamford to report. (Verbal Report).
- j) Board of Directors' Recruitment Update:-
 - Chief Executive
 - Director of HR & OD and Director of Finance
 - Non-Executive Director

14. Acting Chief Executive's Report – Mr Welch to report:-

- a) Acting Chief Executive's Report. (Enclosed).
- b) Corporate Objectives 2012/13 – Quarter 3 Update. (Enclosed).
- c) Fylde Coast Public Consultation Document. (Verbal Report).
- d) Strategic Development Update (including Transformation of Patient Pathways – Mrs Swift to report.
- e) Annual Plan 2013/14 – Mrs Oliver to report. (Enclosed).

- f) Annual Report & Annual Accounts and Quality Accounts 2012/13 – Mrs Aubrey to report. (Enclosed).
- g) Preparing for the Francis Public Enquiry – Mrs Thompson to report. (Enclosed).
- h) Serious Untoward Incidents. (Verbal Report).
- i) Board Assurance Framework. (Enclosed).
- j) Corporate Risk Register. (Enclosed).
- k) Mortality Reduction Action Plan. (Enclosed).
- l) Quarterly Finance Report. (Enclosed).
- m) Quarterly Performance Report. (Enclosed).
- n) Patient Experience Report – Quarter 3. (Enclosed).
- o) Clinical Audit Update. (Enclosed).
- p) 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 25th January 2013. (Verbal Report).

16. Issues Raised by Governors:-

Posts Supporting Medical Staffing Recruitment.

Out-Patient Clinic Waiting Times.

Breaches in A & E.

Cancelled Audits in Corporate Services and Facilities Management.

17. Feedback Reports:-

- a) FTGA Feedback – Mrs Smith to report. (Verbal Report).
- b) Feedback from the Formal Patient Safety Walkabouts:-
 - 21st November 2012 – Mrs Smith to report. (Enclosed).
- c) Feedback from Governors' Attendance at Board Meetings:-
 - 28th November 2012 - Mr Bamford/Mr Chivers to report. (Verbal Report).
- d) Feedback from the TalkSafe Workshop held on the 21st January 2013 - Governors to report. (Verbal Report).
- e) Feedback from North West Governors Event held on 30th January 2013 – Mrs Smith/Mr Bamford to 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.