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4th February 2010

Dear Governor

Blackpool, Fylde and Wyre Hospitals NHS Foundation Trust – Council of Governors Meeting

The next meeting of the Council of Governors of the Blackpool, Fylde and Wyre Hospitals NHS Foundation Trust will be held on Monday 15th February 2010 at 9.30 am in Room 1, Health Professionals Education Centre (next to Trust Headquarters), Victoria Hospital. Tea/Coffee will be available from 9.00 am.

I should be grateful if you would confirm your attendance by no later than Thursday 11th February 2010.

Yours sincerely

J A Oates (Miss)
Foundation Trust Secretary

AGENDA

1. Chairman's Introduction.
2. Vision Project – **Philip Graham, Head of IM&T, to give a presentation at 9.30 am.** (Enclosed).
3. Car Parking Proposals – **Carol Molyneux, Assistant Director of Facilities, to give a presentation at 10.00 am.**
4. Apologies for Absence.
5. Minutes of the Previous Meeting held on 6th November 2009. (Enclosed).

6. Matters Arising:-

- i) Annual Health Check Declaration: Feedback on Actions – Miss Lester to report. (Enclosed).
- ii) Monitor's Guidance for NHS Foundation Trust Governors – Miss Lester to report. (Previously Circulated).
- iii) Staff Lottery Scheme – Mr Kehoe to report.

For Approval:-

7. Election of Governor to the Nominations Committee – Miss Lester to report.

For Discussion:-

8. FT Staff Governor Study – Mr Goacher/Mrs Daniels to report. (Enclosed).
9. Fund-Raising Planning – Miss Lester to report. (Enclosed).

Standard Reports:-

10. Chief Executive's Briefing – Mr Kehoe to report. (To Follow).
11. Finance Report – Mr Welch to report. (Enclosed).
12. Performance Report – Ms Siddall to report. (Enclosed).
13. QuIPP Update – Mr Welch to report.
14. Membership Report – Mrs Smith to report. (Enclosed).
15. Items Referred from the Membership Committee – Mrs Smith to report.
16. Complaints/PALS Reports – Mr Kehoe to report:-
- i) Complaints Summary – 1st July 2009 to 30th September 2009. (Enclosed).
 - ii) Complaints Summary – 1st October 2009 to 31st December 2009. (Enclosed).
 - iii) PALS Comparison Report – Quarter 2 and Quarter 3. (Enclosed).
17. Serious Untoward Incidents – Mr Kehoe to report.
18. Board Assurance Framework Summary – Mr Kehoe to report. (Enclosed).
19. Corporate Risk Register Summary – Mr Kehoe to report. (Enclosed).

For Information:-

20. Quality Report – Mr Welch to report.
21. Feedback from Governor QuIPP Sub-Committee held on 18th December 2009 – Governors to report.
22. Feedback from Staff Governor Event held on 14th January 2010 – Mr Goacher/Mrs Woodhouse to report.

23. Chairman's Communications – Miss Lester to report.
24. Motions or Questions on Notice.
25. Urgent Motions or Questions.
26. Date of Next Meeting – Wednesday 19th May 2010 at 9.30 am in Room 4, HPEC.