

Minutes of the Blackpool Teaching Hospitals NHS Foundation Trust
Council of Governors Meeting held on Wednesday 25th January 2017
at 2.00 pm in the Board Room, Trust Headquarters, Blackpool Victoria Hospital

Present: Mr Ian Johnson – Chairman

Council of Governors

Public Governors:-

Mr Cliff Chivers – Blackpool Constituency (for items 1 to 12(b))
Mrs Beverley Clark - Blackpool Constituency
Rev David Crouchley - Lancashire & Cumbria Constituency
Mrs Sue Crouch - Wyre Constituency
Mrs Sheila Jefferson – Fylde Constituency
Mr Zacky Hameed – Blackpool Constituency
Mrs Camilla Hardy – Blackpool Constituency (for items 1 to 5)
Mr George Holden – Blackpool Constituency
Dr Anthony Nixon – Lancashire & Cumbria Constituency
Mrs Heather O'Hara – Blackpool Constituency
Mr Tony Winter – Fylde Constituency
Mrs Gillian Wood – Fylde Constituency

Staff Governors:-

Mr Paul Aspden – Non-Clinical Constituency
Dr Ranjit More – Medical & Dental Constituency
Mr Michael Phillips - Community Services (North Lancashire) Constituency
Mrs Sharon Vickers – Nursing & Midwifery Constituency

Appointed Governors

Dr Amelia Hunt – Lancaster University
Councillor Martin Mitchell – Blackpool Council
County Councillor Ron Shewan – Lancashire County Council
Mrs Michelle Smith – Fylde Coast Carers Trust
Mr Steve Winterson – Lancashire Care NHS Foundation Trust

In Attendance: Mrs Wendy Swift – Chief Executive (Interim)
Mr Tim Bennett – Deputy Chief Executive/Director of Finance & Performance
(for items 1 to 5)
Mrs Karen Crowshaw – Non-Executive Director
Mr Mark Cullinan – Non-Executive Director
Mrs Mary Whyham – Non-Executive Director
Professor Mark O'Donnell – Medical Director (for item 4)
Mrs Pat Oliver – Director of Operations
Miss Judith Oates – Foundation Trust Secretary
Mrs Jacinta Gaynor – Membership & Governors Officer (minutes)

1. Chairman's Welcome and Introductions

The Chairman welcomed the Governors to the meeting. The Chairman also welcomed the Non-Executive Directors, Mrs Karen Crowshaw and Mr Mark Cullinan and introduced Mrs Mary Whyham, the newly appointed Non-Executive Director. He invited Mrs Whyham to give a brief resume of her background.

Mrs Whyham stated that she was born and educated locally. She informed the Council of Governors that she had worked within the NHS since 1977 and had been the Chair of the North West Ambulance Service for eight years retiring in 2014. She also informed the Committee that she had a keen interest in Parkinson's disease and was currently a Trustee and Vice Chair of Parkinson's UK. She stated she was currently a Governor of Singleton School.

She remarked that from a personal point of view she was delighted to have been appointed to the NED position and, as Blackpool Victoria was her local hospital, she was passionate about helping the Trust to be the best that it could be.

Mrs Whyham continued that she had recently attended the Grand Round Lecture on Parkinson's disease, which had been well attended by medical staff. She was delighted to note that the national guidelines were now in place to assist with medication.

2. Register of Interests

It was noted that there were no declarations of interests from the Governors in relation to agenda items for this meeting.

3. Value of the Month

The Chairman reported that the Value of the Month for December was "Excellence" – what can you and your team do to celebrate successes" and that the Value of the Month for February was "Compassion". The Chairman asked Governors whether they had witnessed or wished to raise any specific issues relating to the Value of the Month.

Mr Holden referred to the feedback he had given at the last meeting about the gentleman who had been treated at home and he reported that unfortunately he had died prior to Christmas. However, his family and friends wanted it noted that the care and compassion both to the patient and themselves by all staff they had come into contact with was excellent.

Mrs Wood reported that from a personal point of view, she had cause to visit the out of hours service two weeks ago and she commented on the excellent service she had received from all staff.

Rev Crouchley reported that his relative had been admitted into Blackpool Victoria Hospital on Christmas Eve with a broken hip and she underwent an operation on Christmas Day and he wanted it noted that she had received excellent care and compassion by the staff.

The Chairman thanked the Governors for the examples of Value of the Month.

RESOLVED: That the Chairman would send thank you letters to the relevant staff.

4. Coroner's Report

The Chairman informed the Council of Governors that there had been a number of enquiries received by Governors questioning the media reports around the recent Regulation 28 letter issued to the Trust. He informed the Council that Professor O'Donnell had been invited to report on this item.

Professor O'Donnell gave the following feedback:-

He explained that the Coroner, by statue, could issue Regulation 28 letters when he believed that by doing so further deaths would be prevented. The Regulation 28 letter was issued as a result of a Serious Incident (SI) investigation conducted by the Trust following the death of a patient. The Coroner had stated that he had no cause

for concern regarding the treatment of the patient or the conduct of any staff member, but that he felt the quality of the written report from the Trust's investigation had cause for concern. The Coroner had raised concerns that, in his opinion, the report indicated that the person cited as the author of the report had also been the attending consultant and that this did not reflect true impartiality.

Professor O'Donnell explained to the Council of Governors the Trust's SI investigation process. The investigation was chaired by a Director or Deputy Director with input from the team responsible for the patient's care. He informed the Council of Governors that the Trust had challenged the Coroner's statement and confirmed that the Consultant concerned had contributed to the content of the report but had not been the author.

As a result of the Regulation 28 letter, Professor O'Donnell informed the Council of Governors that Mrs Marie Thompson, Director of Nursing and Quality, and himself had reviewed the systems and processes for presenting SI reports. He stated that they had both recently visited Northumbria Healthcare NHS Foundation Trust, which had a good reputation for the model used to investigate SIs. Professor O'Donnell gave a brief outline of the model used, based on a publication from the Care Quality Commission (CQC) published on 16th December 2016. The main points being:-

- Use of a cohort of trained investigators who contribute to the investigation, but are not the primary author of the report;
- That learning from these incidents and/or deaths and the resulting recommendations are implemented across the health organisations, whether the patient received care in a hospital, community or social care setting;
- That any investigation be conducted using the 'Safe Space' model used by the air ambulance service;
- The use of the CQC recommendations for patients with mental health issues and/or learning difficulties and subsequent deaths to be recorded centrally;
- That senior clinicians work alongside the Coroner, individual of the Trust, to review all deaths;
- These senior clinicians have conversations with the attending consultant and issue a death certificate;
- Following a conversation with the Coroner he would then decide if any further investigations need to be undertaken.

Professor O'Donnell informed the Governors that he had spoken with both the Medical Director and Coroner in Sheffield who were both very supportive of holding post death conversations with bereaved families in order to allay anxiety and to explain the content of the death certificate. As a result of this process the number of complaints from families had decreased significantly. He stated that this model was due to be launched nationally next October.

Professor O'Donnell concluded that prior to the story having appeared in the Press the Trust had started to undertake work on the investigation process for SI reports and the way in which the reports were presented.

The Chairman thanked Professor O'Donnell for his detailed feedback.

Mr Holden asked who paid for the medical experts and Professor O'Donnell confirmed that it was the Medical Examiner's Office.

Mrs Crouch thanked Professor O'Donnell for the feedback but stated that it may have been helpful to provide Governors with some assurance at the time of the Press report.

The Chairman agreed that, in future, there would be earlier communication with Governors.

RESOLVED: That the Chairman would ensure that the Council of Governors was given advance notice of issues likely to appear in the Press.

Mrs Whyham remarked that she was pleased to note the use of the 'Safe Space' model being implemented as used by the air ambulance service.

At this point, Mr Holden enquired if Professor O'Donnell would remain in attendance at the meeting, in order to address further issues raised by the Governors at the Governors Informal Meeting. The Chairman stated that Professor O'Donnell would return later in the meeting to address these issues.

5. Select Committee: Finance Committee

The Chairman stated that, as part of the Select Committee presentations, Mrs Crowshaw, Non-Executive Director and Chair of the Finance Committee and Mr Tim Bennett, Deputy Chief Executive/Director of Finance/Performance, would report on the role of the Finance Committee.

The Chairman advised Governors that as part of the Select Committee process and to assist the Governors in holding the Non-Executive Directors to account he had invited Mrs Crowshaw, as Chair of the Finance Committee, to give a short presentation on the role of the Finance Committee.

Mrs Crowshaw informed the Council of Governors that she had a background in Finance and Human Resources. During the presentation she would:-

- Report on the role of the Finance Committee;
- Report on the finance budget of the Trust and how the Committee decided on the best investments to make that would create most benefit to patients.

Mrs Crowshaw referred to winter pressures, as this was a good example of how Trust committees worked together to address the impact on the budget of the Trust. She stated that the work involved in reviewing winter pressures and the impact it had across the Trust took place over several months, however, she stated that this year the demands on the service had been even greater, especially in the A&E department, which had been exceptionally busy compared to previous years.

Mr Bennett explained that the main impacts on the Trust's finances over the winter period were:-

- A small increase in elective and non-elective procedures;
- A significant increase in patients through A&E, the highest total being 70 patients in one day;
- A backup in the flow of patients throughout the hospital;
- An increase in delayed transfer of care;
- A decrease in income over December;
- An increase in the costs involved in delivery of care, i.e. staff costs;
- A significant impact on the CIP plans in place for late December/early January.

Mrs Crowshaw informed the Governors that from her understanding of the impact on the budget in relation to additional winter pressures, which she had achieved through conversations with Mrs Oliver, Mrs Swift and via the Finance Committee, she was able to give assurance to the Council of Governors about the reasons for the deficit of £2.9M.

Dr More stated that certain situations regarding a patient's care cannot be controlled such as the type and availability of beds. He enquired whether the previous 12 months' data was considered and if recurring issues were addressed.

Mr Bennett confirmed that the Finance Committee reviewed data in detail and trends were considered when making decisions about budgets.

Mrs Oliver was invited to give some feedback in relation to the A&E department. The main points were:-

- The bed occupancy rates were reviewed daily;
- The number of staff required to operate the department safely were reviewed daily and decisions made as to whether extra staff were required;
- Any trends in peak time attendances were considered;
- The use of Whitegate Drive services were considered;
- Reviews of patients were completed regularly to monitor any breaches;
- The Royal College guidance regarding safe care standards was implemented.

Mrs Hardy enquired whether a reduction in funding for social care had led to a reduction in assessment capacity and/or provision of direct patient care.

Mrs Oliver confirmed that over the Christmas period the six day close down from social care services had resulted in the Trust experiencing a backlog of patients who required a care package. Historically this had caused delays in patient flow across the Trust. She also stated that the provision of social workers across the Fylde coast made it strategically challenging, especially for patients with complex issues and from a provider point of view was less financially lucrative.

Mrs Crowshaw confirmed that she had been involved with conversations on a daily basis during this period with regard to reviewing the Trust's position around social care.

Mrs Hunt queried whether the Trust benchmarked against its own previous year's data and that of other Trusts and Mrs Crowshaw confirmed that this was the case.

Mrs Crowshaw informed the Governors that with the aid of Integrated Performance Reports, she was able to ask questions as to why the Trust was £2.9M in deficit and ensure action plans and solutions were in place to address these issues.

Mrs Crowshaw explained the role of the Finance Committee and summarised the main areas covered by the Committee as follows:-

- Financial Strategy
- Operational Plan – beds required;
- Financial Contracts – working with CCGs around services they require and money they have to pay for such services;
- Annual Capital Budget
- Annual Revenue Budget
- Cost Improvement Plans (CIP)
- Performance Review.

Mrs Crowshaw invited Mr Bennett to explain to the Council of Governors the financial contracts in place. Mr Bennett advised that it was a requirement for the Trust to have a contract in place with local CCGs and outliers, such as local authorities, who provided services such as, school nurses and health visitors. He confirmed these contracts were all agreed and in place. He informed the Governors that due to differing opinions on the level of activity required to provide services such as cardiac, thoracic, paediatrics and cardiovascular, and the differing of opinion resulting in a £10M difference between £60M and £70M, these contracts had not yet been agreed.

Mrs Crowshaw explained that it was the role of the Finance Committee to ensure that the Trust had sufficient funding for the operational resources across the Trust and that Mrs Oliver and her team were involved in the review process.

Mrs Crowshaw referred to the capital budget and explained that this was quite small for the size of the Trust. She explained that the Trust had released some equity from the estate of the Trust.

Mr Holden enquired if this took into consideration the Endoscopy Department investment. Mr Bennett stated that this had been a complex agreement to bring together, however, it should be finalised in the next financial year and the Trust would lease some of the equipment required.

Mrs Crowshaw confirmed that the Committee considered capital spend on equipment on a priority needs basis, ensuring the Trust provided safe and quality care to patients.

Mrs Crowshaw addressed the CIP plans across the Trust. She informed the Governors that £22M of savings was required to be made each year in order to break even. She appreciated the good work of all staff across the Trust, but pointed out that the required savings would become more challenging each year. She reported that the CIP was Mr Bennett's remit and progress, or lack thereof, was reported to the Finance Committee regularly. She confirmed that the Committee reviewed the CIP schemes in place and whether or not the forecasted savings were being achieved and, if not, whether the schemes were reviewed/withdrawn. She confirmed that in Month 9 the Trust was £1.2M below forecasted savings.

Mrs Hardy asked about the actions taken if a plan did not deliver the forecasted savings. Mr Bennett stated that the scheme would be referred back to the Division and it would be the responsibility of the Division to suggest a new methodology for providing the forecasted savings.

Mr Chivers queried how this related to the new plans for the Estates Department, the Alternative Delivery Model (ADM). The Chairman stated that this would be discussed later in the meeting. Mr Bennett briefly explained that:-

- The ADM would be set up as a subsidiary company of the Foundation Trust;
- This subsidiary would operate as a private company in terms of tax;
- The Trust would then claim back VAT in excess of £1M dividend capital on items such as energy and fuel.
- This model would create recurring year on year savings.

Mrs Crowshaw addressed Performance Review and explained that NHS Improvement had changed the Trust's Strategic Ambition rating to '3', as per the figures shared at the Board Meeting in Public that morning.

Mrs Crowshaw gave a brief explanation about how the agenda was set for the Finance Committee:-

- Use of an Annual Work Plan;
- Quarterly Targets – including strategic ambitions;
- Monthly reviews between Chair, Directors and Deputy Director of Finance;
- Links to Divisional Performance Meetings;
- Referred items from reporting committees;
- Monthly assurance report to the Board of Directors.

Mrs Crowshaw outlined to the Council of Governors some of the revenue and capital investments the Finance Committee had implemented.

Revenue Investments:-

- A&E workforce investment
- Medical Consultant workforce expansion
- Nursing investment in acute wards and at Clifton Hospital
- 24-hour anaesthetic cover in cardiac
- Community nursing and therapy expansion

- Various other smaller schemes

Capital Investments:-

- Clifton Hospital redevelopment
- Maternity Services – complex needs suite

Mr Bennett also mentioned the new Extensivist Care Service which had received significant investment. The Chairman also stated that Blue Skies Hospitals Fund had helped with investment for the Outpatients Department refurbishment and the Diabetic Foot Service.

The Chairman thanked Mrs Crowshaw and Mr Bennett for the presentation. He thanked Mrs Crowshaw for taking on the role of Chair of the Finance Committee. He also thanked her for taking part in the Select Committee process which allowed NEDs to provide assurance, or otherwise, to the Council of Governors.

Mr Hameed stated that it would be beneficial to communicate with Governors about Finance Committee issues. Mrs Crowshaw stated that Mr Tony Winter, Public Governor for Fylde, was the Governor Observer on the Finance Committee and that he provided feedback from the meetings to the Council of Governors.

Post Meeting Note: It was noted that in addition to the Governor Observer Feedback, the Council of Governors receive assurance reports from Board Committee Chairs including the Finance Committee Chair.

Mr Winter stated that through attendance at the meetings he could vouch for the intensity of challenges made by Non-Executive Directors to the Finance Committee. He further added that any concerns he may have were duly expressed via the Chair.

Mrs Wood agreed that through observing the Quality Committee she was also able to address any issues via the Chair. She also stated that she would welcome emails from Governors with any concerns they may wish to be addressed at the meetings.

There were brief discussions around staff involvement in CIP suggestions and how the demands on services would increase, resulting in further strain on the financial budget in the future. It was agreed that changes needed to take place across the NHS and that the need to be open and transparent was now even more important.

The Chairman stated that conversations with MPs and provider networks were essential for the Trust's voice to be heard.

Mrs Clarke queried why all elective surgery had recently been cancelled. The Chairman confirmed that it had been a Government directive for only urgent surgery to be carried out within the NHS.

Dr More referred to capital and asked whether the Trust required more interaction from Blue Skies Hospitals Fund. The Chairman confirmed that the Trust was to be more proactive with regard to fundraising and to focus on particular areas requiring funding.

Mr Holden addressed the issue of the £10M Sustainable Transformation Plan (STP) funding and the fact that the Trust may not qualify and he asked whether this would now relax the targets around CIP. Mr Bennett explained that the Trust was unlikely to meet the conditions set to qualify for the STP funding at the year end, however, it would break-even. He stated that the CIP was not just to qualify for this funding but was an on-going process. He stated that representation would be made to NHS Improvement for more support.

The Chairman remarked that the management team was very aware of the pressures involved in financing the Trust. He thanked both Mrs Crowshaw and Mr Bennett for their contribution and for attending the meeting.

6. Apologies for Absence

Apologies for absence were received from Mr Peter Askew, Mrs Jenny Gavin, Mr Phillip Hargreaves, Mrs Cherith Haythornthwaite, Mr Robert Hudson, Dr Deborah Kenny, Mr Ian Owen, Mrs Patricia Roche and Mrs Lynden Walthew.

7. Minutes of the Previous Council of Governors Meeting

RESOLVED: That the minutes of the previous Council of Governors Meeting held on 26th October 2016 be agreed as a correct record and signed by the Chairman.

8. Matters Arising

a) Action List from the Council of Governors Meeting held on 26th October 2016

The Chairman reported that out of the 21 items in total on the list, 18 items were complete, 1 item was not yet due and 2 items were incomplete.

With regard to the two incomplete items, the Chairman stated that the Value of the Month letters were to be drafted and circulated and the External Audit Update was to be reported on later in the meeting.

b) Action Tracking Document

The Chairman reported that two items were still not complete as follows:-

- Declarations of Interests Forms - this was reported as being closed subject to agreement by the Council of Governors.

RESOLVED: That the item relating to Declarations of Interests be closed.

- Membership Leaflets - this item was due to be actioned.

RESOLVED: That the item relating to Membership Leaflets be actioned.

9. Chairman's Report

a) Chairman's Update

The report was noted.

The Chairman also added that from the Board Meeting in Public that morning, he wanted to assure the Council of Governors that the Executive Directors were focussing on ensuring that the Trust was fulfilling its role regarding the transformation work ongoing across Lancashire. He informed the Governors that the Trust was engaging with the CCGs, other Trusts and Commissioners and that a meeting was due to take place next week with the two local CCGs to discuss and agree solutions to ongoing issues.

b) Blackpool Fylde & Wyre Trades Union Council – Blackpool Against Cuts

The Chairman informed Governors that the letter from Mr Wheatley, Secretary – Blackpool Fylde & Wyre Trades Union Council and Mr Smith, Secretary – Blackpool Against Cuts and the Trust's response had been circulated with the meeting papers. He added that the concerns expressed were very real and he wanted to assure Governors that health organisations were all working towards the same objectives.

c) Council of Governors Terms of Reference and Council of Governors Terms of Reference Manual

The Chairman stated that the Council of Governors was required to validate and ratify the Council of Governors (CoG) Terms of Reference (ToR) and in turn ratify the Council of Governors Terms of Reference Manual. He explained that the CoG ToR Manual included ToRs for the Nominations Committee, which had been validated on 6th October 2016 and the Membership Committee, which had been validated on 19th December 2016.

Mr Holden stated that he would like it clarified that a Governor could raise an issue at any time in relation to both documents. The Chairman confirmed that was correct.

RESOLVED: That the Council of Governors Terms of Reference be validated and ratified by the Council of Governors.

That the Council of Governors Terms of Reference Manual be validated and ratified by the Council of Governors.

d) Governors Induction Manual

The Chairman referred to the Governors Induction Manual and commented that the document was a very comprehensive guide for Governors.

RESOLVED: That the Governors Induction Manual be validated and ratified by the Council of Governors.

e) Well Led Review Recommendations

The Chairman reported that a Well Led Governance Review had been carried out by Mersey Internal Audit Agency and Advancing Quality Alliance. It was noted that the Executive Summary had previously been circulated to Governors and that the Trust had been given positive feedback and was considered to be a well led organisation. He continued that the report contained 31 recommendations which had been included in an action plan for the Trust to implement, one of which related to the Council of Governors.

RESOLVED: That the recommendation relating to the Council of Governors would be actioned.

f) Interaction with National Bodies

The Chairman informed the Governors that the Trust worked together with some National Bodies such as the Care Quality Commission (CQC) and NHS Improvement who supported Trusts and provided a commonality between them. He confirmed that being a part of these organisations enabled the Trust to have more of a voice which was more likely to be heard.

10. Items for Discussion/Approval

a) Strategy Update

The Chairman reported that the Governors Strategy Focus Group had met on 23rd January 2017 and had elected Mr George Holden as the Chair. It was noted that Mr Paul Aspden had completed a feedback form which had been circulated to Governors. The Chairman invited Mr Aspden to provide feedback.

Mr Aspden gave the following feedback:-

He stated that this was linked with item 5 on the action list and the alternative delivery model for the Estates Department. He stated that in his capacity as the Staff Governor for Non Clinical Services he had received messages from staff over the past few months regarding their concerns about the Estates Department and the

ADM. He reported that Mr Stephen Waterfield, Associate Director of Estates, had attended the meeting and explained the model. Mr Aspden reported that following this explanation he had a more positive attitude towards the way staff were being treated and towards patient safety. It not only provided an excellent way forward but provided tax savings for the Trust. He concluded that staff had always stated that if the change was to have a positive effect on both these aspects there would no objections to the plan. He understood the issues were more around the lack of communication and transparency at the time, but also understood the need for confidentiality in the initial stages. He continued that the meeting had been very lively and had provided the Governors with the opportunity to ask probing questions which had been answered in detail.

The Chairman agreed that the meeting had been very constructive.

Mr Holden also stated that the meeting had given the Governors the opportunity to ask Mr Bennett questions about other aspects of the Trust's strategy. He was delighted that by asking probing questions it had given the Governors the assurance that the Trust was being managed in the appropriate way.

He also stated that the group had agreed that, in conjunction with Miss Oates, arrangements would be made for the next meeting to take place before the next Governors Informal Meeting so that the information could feed into both the informal and formal Council of Governors meetings.

RESOLVED: That Miss Oates would make arrangements for the next meeting to take place before the next Governors Informal Meeting.

Mr Holden confirmed that the Focus Group had agreed a membership of nine Governors with Mr Bennett acting as the link between the group and the Board of Directors. It was agreed that the format was a good way to communicate and share information with the other Governors. Mrs Swift suggested that the group could consider Alternative Delivery Models and the Trust Strategy. She suggested the group be renamed the Governors Strategic Focus Group.

RESOLVED: That the Governors Strategy Focus Group be renamed the Governors Strategic Focus Group.

Mrs Crouch stated that Mr Bennett, during the presentation, reported that as part of the wider issues there would be a need to refresh the Trust Strategy. She queried if the group could have input into this. Mrs Swift confirmed that a refresh would be required over the next 12 months. The Chairman stated that, in order to avoid duplication, it may be beneficial to consider the best way for Governors to communicate with each other and suggested a possible method of a message board. He confirmed that Governors would certainly be involved in any refresh of the Trust Strategy going forward.

RESOLVED: That consideration be given to the best communication tool for Governors.

That the Governors Strategic Focus Group be involved in any refresh of the Trust Strategy.

Mr Holden asked for assurance that if the Alternative Delivery Model savings cumulatively amounted to a 'significant transaction', that the Council of Governors would be involved in the process.

Mrs Crowshaw confirmed that she would address this request with the Finance Committee and assured Mr Holden that the Council of Governors would receive updates on any future ADMs.

RESOLVED: That Mrs Crowshaw would address this issue with the Finance Committee and ensure that the Council of Governors received updates on any future ADMs.

b) Items from the Board of Directors Meeting held on 25th January 2017

The Chairman stated that the following items had been discussed at the Board Meeting in Public that morning and that issues had been addressed throughout this meeting:-

- Stroke Service/Diabetic Foot Service/Mortality;
- System Pressures;
- Alternative Model Delivery.

Mr Holden stated that with regard to safer standards there had been a cause for concern amongst the Governors and he asked how this was to be addressed. The Chairman stated that he believed this had been covered in depth via the discussions around the ADM and System Pressures.

Mrs Crouch stated her feedback from the Quality Committee, which included information about the Stroke Service, had not yet been circulated to the Council of Governors.

Post Meeting Note: It was noted that Mrs Crouch's feedback had been received prior to the day of the Council of Governors meeting and had subsequently been circulated.

Mrs Swift explained that the Stroke Service was currently at level 'E' and required further investment. With this investment the service would aspire to attain a level 'C' and would have a new Clinical Director in early March 2017.

Mr Holden asked for confirmation that the Trust did want to provide a Stroke Service. This was confirmed by Mrs Swift.

With regard to the Diabetic Foot Service, Mrs Swift reported that the Trust was working with both local CCGs to submit a bid, which required £520k worth of development for the service across the community.

It was reported that work was continuing across the Trust with regard to Mortality.

Post Meeting Note: It was clarified by Mr Holden that the other issues raised by Governors in the Governors Informal Meeting relating to Professor O'Donnell had been adequately addressed, for now, by both the Chairman and Mrs Swift during the Council of Governors Meeting and subsequent Blackpool Governors Constituency Meeting on 28th February 2017.

11. Lead Governor's Report

a) Feedback from the Governors Informal Meeting held on 10th January 2017

Due to Mr Askew's absence Mr Holden reported on his behalf.

Mr Holden referred to the Governors Informal Meeting and stated that the Governors had queried how their concerns were addressed with outside bodies such as MPs and Councillors. The Chairman reported that Mrs Swift and himself regularly met with local MPs and Councillors to discuss issues and stated that he would be happy to feedback to the Council of Governors on these meetings. The Chairman and Mrs Swift agreed to send advance notification to Governors about these meetings in order that they could raise issues. Mrs Swift confirmed that a meeting was due to take place with Mr Mark Menzies, MP for Fylde.

RESOLVED: That Governors would be sent advance notification of MP and Councillor meetings.

That Governors would contact Miss Oates with any issues to be raised during these meetings.

That the Chairman would provide feedback from meetings with MPs and Councillors, etc.

b) NHS Providers Feedback

It was noted that there was nothing to report in relation to NHS Providers.

The Chairman queried if the Governors attended any events held by NHS Providers and it was confirmed that Governors did attend the Governwell Courses.

12. Membership Committee Chair's Report

a) Membership Committee Feedback

Mr Holden informed the Council of Governors that his report had been circulated prior to the meeting for information. He informed the Governors that the Membership Committee had four lead champions in conjunction with the Membership Strategy. He wanted to note the success that Mrs Vickers was having with the Youth Health Leaders project.

The Chairman extended his congratulations to Mrs Vickers as the project was engaging with young people in a way the Trust had never engaged before.

b) Feedback from the Governors' Membership Recruitment Drive

Mr Holden explained that he had wanted to gain some feedback on the recruitment task he had given to Governors at the last meeting.

Mrs O'Hara stated that she had given forms out to people but could not confirm whether any had been returned.

Mrs Gaynor explained that historically Governors had included their initials in the corner of the application forms and this had helped with recording how members had been recruited.

Cllr Mitchell requested more forms. These were sourced and handed out at the end of the meeting.

Mrs Gaynor also explained that there was now a different form for under 16 year olds as they had to gain parental consent to become a member.

The Chairman asked Governors to contact Mrs Gaynor if they required forms when attending events.

RESOLVED: That Governors contact Mrs Gaynor for forms as and when they were attending events.

13. Standard Reports – Mr Johnson to report:-

a) Items to be Reported to the Board of Directors

It was noted that the minutes of the meeting would identify any items to be reported to the Board of Directors.

b) Items to be Recommended for Decision or Discussion by Trust Committees

It was noted that the minutes of the meeting would identify any items to be recommended for decision or discussion by Trust committees.

The following item to be discussed at Finance Committee - Item 10 (a) Strategy.

c) Annual Work Plan

The items for discussion at the formal Council of Governors meetings during 2017 were highlighted in the Annual Work Plan.

d) Attendance Monitoring

The attendance monitoring form was provided for information.

e) Motions or Questions on Notice

There were no motions or questions on notice.

f) Urgent Motions or Questions

There were no urgent motions or questions.

At this point the Chairman informed the Governors that there were eight tickets available for the 'Let the Sunshine In' event in aid of the Peace of Mind Appeal for Clifton Hospital and that any Governors wishing to attend the event should contact him.

g) Value of the Month

Governors were reminded that the Value of the Month for February was "Compassion".

h) Declaration of Confidentiality

RESOLVED: That no items were declared confidential under the Freedom of Information Act.

i) Motions or Questions

At this point, Mr Holden informed the Governors that he had been involved in talks with the Procurement Department in relation to providing unwanted Trust equipment to a maternity hospital in Uganda. He stated he was waiting on Mr Sethi, Head of Procurement, to identify items of equipment. He also explained that he had in place all the necessary transportation/route links and all safety aspects had been covered. He stated that he was awaiting confirmation of the validity of the organisations involved and whether NHS England had any contraventions. It was noted that once all this was cleared he could move forward. He stated that this would create a link between Blackpool Victoria Hospital and the hospital in Uganda.

Mr Winterson commented on a staff transfer that existed between Lancashire Care FT and Concese in Uganda.

Dr More added that the Cardiac Unit had worked, for the past two years, with a South African hospital and that medics visited regularly.

The Chairman stated it was good to hear of links being forged and that the Trust should avail of a good news story.

RESOLVED: That the good news stories should be promoted by the Trust.

i) Date of Next Meeting

The next meeting will take place on Wednesday, 26th April 2017 in the Boardroom, Trust Headquarters, Blackpool Victoria Hospital.