

THE NEWCASTLE UPON TYNE HOSPITALS NHS FOUNDATION TRUST

COUNCIL OF GOVERNORS

BUSINESS DEVELOPMENT WORKING GROUP

1. Key Working Group activities December 2011/ January 2012

Reduced activities during this period due to the advent of Christmas and New Year.

- Preparations for the selection and appointment of the External Auditor - ongoing
- Regular BDG group meeting – 10th January 2012
- Regular meeting with Executive Directors – 19th January 2012

Additional individual activities :

- Real Time Patient Experience Project Group – Chair
- New Governors' induction session – Chair
- Newcastle Healthcare Charity/ Newcastle Hospitals Charity meetings – Chair (as trustee)
- Chairs Liaison Group - Chair
- LiveRNorth fund and awareness raising – Mr Bedlington.

2. Preparations for the selection and appointment of the External Auditor

Within the programme leading up to the selection and appointment, BDG – along with QPE representatives - is now working on the detail prior to interview. The tender documents having now been received and financially analysed by the Trust's Procurement Department, a date has been set for BDG to consider, against the invitation to tender and a set of broad criteria, the overall content of each tender. A date is also set for the preparation for the interview sessions, with a set of common performance measurements to be developed for use at interview. Interviews will take place on 21st February 2012, with a view to making a recommendation to the Council of Governors at the March meeting.

The contract will be awarded to the successful candidate from April 2012, with the present External Auditor remaining in place until September 2012, to complete the 2011/12 audit allow for any necessary handover.

The Governors Working Groups are advised throughout by John Kirkby, non-Executive Director and Chair of the Trust's Audit Committee.

3. Regular Working Group meeting 10th January 2012

Subject areas covered were:

- The Monitor visit to the Trust – Chairs’ involvement
- Follow up meeting with the Chairman
- External Auditor matters
- Members’ Event – annual planning/member involvement

Relevant outcomes from this meeting will be reported verbally at the Council of Governors meeting.

4. Regular meeting with Executive Directors – 19th January 2012

The Group will meet with Angela Dragone – David Allison not being available – prior to the Council meeting.

Subject areas to be covered will be:

- Clinical costings
- The Cost Improvement Programme
- Future private patient/fee paying income

Relevant outcomes from this meeting will be reported verbally at the Council of Governors meeting.

5. Regular clinical monitoring visits

Regrettably the visit planned to the Cardiothoracic Directorate had to be postponed because of the expected low attendance prior to Christmas. The visit will be rearranged as soon as possible.

The next clinical monitoring visit will be to Women’s Services/ Midwife Led Unit, RVI on 15th February 2012. Further detail will be circulated.

6. Future meeting dates

- BDG meetings with Executive Directors – third Thursday of every odd month i.e. January 19th, prior to CoG – 1 00 pm
- BDG group meetings – third Thursday of every even month i.e. from February 16th – 2 00 pm

Mary Ann Hargreave
Chair – Business Development Working Group
9th January 2012