



## SUMMARY REPORT FROM TRUST BOARD

Date of Board meeting: 4 November 2020

<p style="text-align: center;"><b>MATTERS OF CONCERN OR KEY RISKS TO ESCALATE</b></p> <ul style="list-style-type: none"><li>• It was highlighted that the Central Alerting System (CAS) alert around food labelling remained open while the policy around this was being finalised. There was a general disclaimer in place in the meantime to advise that the Trust could not guarantee that food produced by the ROH was free from allergens.</li><li>• There was noted to be some delay with the completion of some actions in the external well led assessment action plan, this being due to the constraints associated with COVID to undertake frequent walkabouts; virtual events would be organised to link in with staff and patients in future.</li></ul>	<p style="text-align: center;"><b>MAJOR ACTIONS COMMISSIONED/WORK UNDERWAY</b></p> <ul style="list-style-type: none"><li>• Non Executives agreed that they would join the virtual JointCare 'Coffee Catch Ups' and details were to be circulated.</li><li>• It was agreed that consideration was needed regarding the oversight of digital matters. The establishment of a Digital Committee was suggested or the nomination of a Non Executive champion for digital matters.</li></ul>
<p style="text-align: center;"><b>POSITIVE NEWS AND ASSURANCES TO PROVIDE</b></p> <ul style="list-style-type: none"><li>• The report from the Chief Executive provided assurance over the staff risk assessments – there was a focus on building in risk assessments as part of the onboarding process for new starters.</li><li>• The Trust's position concerning 'flu vaccinations was discussed. This was at 60% which was an impressive achievement and positioned the Trust well compared to other organisations in the region. Incentives were offered as a reward for staff having their vaccinations.</li><li>• The Board was advised that the establishment of the Quality &amp; Safety Executive had been approved by the Quality &amp; Safety Committee and this would upwardly report and quality assure some of the reports being presented to the Quality &amp; Safety Committee.</li><li>• An update on the discussions at the September and October meetings of the Council of Governors was presented by the Chair. Two new public governors had been appointed: Anne Waller and David Roy. David Richardson had been reappointed into the role of non-clinical staff governor.</li><li>• Progress with restoration and recovery was discussed and the Board agreed that excellent progress had been made to increase the level</li></ul>	<p style="text-align: center;"><b>DECISIONS MADE</b></p> <ul style="list-style-type: none"><li>• The Board approved the revised terms of reference for the Audit Committee, which added the Medical Director to the list of regular attendees.</li></ul>



of activity being handled and to improve the position against the national standards & targets. There had been good system working as part of the response to the second wave of COVID.

- The Trust's response to the COVID outbreak in Pharmacy was presented by the Director of Nursing & Clinical Governance. It was noted that business continuity plans had been revisited as a consequence of the outbreaks to ensure that there was sufficient resilience.
- The new NHS England Infection Prevention & Control Board Assurance Framework was reviewed. The Trust's position against the existing version was also reviewed and there were no gaps of significance to highlight.
- The updated Strategic Board Assurance Framework was received and noted.
- Self-assessments considered by the Audit Committee around how the Trust had performed during COVID provided good assurance in terms of how the Trust was functioning.
- The Board was advised by the Chair of the Staff Experience & OD Committee that they had been joined by Simon Blake OBE, Deputy Chair of Stonewall as part of a recent Committee workshop on inclusion.

**Chair's comments on the effectiveness of the meeting: The Board was joined by Gianjeet Hunjan, a new Non Executive Director who would succeed Rod Anthony as Chair of the Audit Committee. She commented that the meeting had been positive and there had been much good news to share and acknowledge. It was agreed that the balance and order of the public and private sessions was to be reviewed.**