



## **Notice of Trust Board Meeting in Public on Wednesday, 1<sup>st</sup> March 2023**

The next meeting of the Royal Orthopaedic Hospital NHS Foundation Trust NHS Trust Board will take place on Wednesday, 1<sup>st</sup> March 2023, in the Boardroom, Trust HQ commencing at **09:00**.

Members of the public and press are welcome to attend. The agenda for the public part of the meeting is available on the website.

Questions for the Board should be received by the Trust Board Administrator no later than 24hrs prior to the meeting by post or e-mail to: Trust Board Administrator, Claire Kettle at the Management Offices or via email [claire.kettle@nhs.net](mailto:claire.kettle@nhs.net).

Tim Pile  
**Chair**



# TRUST BOARD

**Venue** Boardroom, Trust Headquarters

**Date** 1 March 2023: 0900h – 1300h

## Members attending

Mr Tim Pile	Chair	(TP)
Ms Simone Jordan	Vice Chair & Senior Independent Director	(SJ)
Mr Richard Phillips	Non Executive Director	(RP)
Mrs Gianjeet Hunjan	Non Executive Director	(GH)
Mr Les Williams	Non Executive Director	(LW)
Ms Ayodele Ajoye	Non Executive Director	(AA)
Mrs Christine Fearn	Non Executive Director	(CF)
Dr Ian Reckless	Non Executive Director	(IR)
Mrs Jo Williams	Chief Executive	(JW)
Mr Matthew Revell	Executive Medical Director	(MR)
Mrs Nikki Brockie	Executive Chief Nurse	(NB)
Mr Steve Washbourne	Executive Director of Finance	(SW)
Mrs Marie Peplow	Executive Chief Operating Officer	(MP)
Prof Phil Begg	Executive Director of Strategy & Delivery	(PB)

## In attendance

Mrs Sharon Malhi	Chief People Officer	(SM)
Mr Simon Grainger-Lloyd	Director of Governance	(SGL)
Ms Emily Harrison	Macmillan Spinal Oncology CNS	(EH) [Item 1]
Ms Kirstie Owens	Clinical Services Manager - Theatres	(KO) [Item 11]
Mrs Tracey Littlehales	Interim Theatres Improvement Manager	(TL) [Item 11]
Dr Ben Smith	Associate Medical Director (Division 2)	(BS) [Item 11]
Miss Jane Dominese	Corporate Services Manager	(JD) [Secretariat]

TIME	ITEM	TITLE	PAPER	LEAD
0900h	1	Patient story - Oncology	Presentation	TBC
0920h	2	Apologies	Verbal	Chair
	3	Declarations of Interest <i>Register available on request from the Director of Governance</i>	Verbal	Chair
	4	Minutes of Board Meeting held in Public on 1 February 2023: <i>for approval</i>	ROHTB (2/23) 024	Chair
	4.1	Actions from previous meetings in public: <i>for assurance</i>	ROHTB (2/23) 024 (a)	SG-L
0930h	5	Questions from members of the public	Verbal	Chair
0932h	6	Chair's and Chief Executive's update: <i>for information and assurance</i>	ROHTB (3/23) 001 ROHTB (3/23) 001 (a)	TP/JW
0945h	7	Update on supporting staff with financial wellbeing: <i>for assurance</i>	ROHTB (3/23) 002	SM



1000h	8	National reviews actions update: Ockenden & Baby Arthur and Star Hobson: <i>for assurance</i>	ROHTB (3/23) 003 ROHTB (3/23) 003 (a)	SGL/ NB
1010h	9	Quality Priorities 2022/23 delivery – end of year forecast: <i>for assurance</i>	ROHTB (3/23) 004 ROHTB (3/23) 004 (a)	NB
1015h	10	Controlled Drugs Accountable Officer annual report: for approval	ROHTB (3/23) 005 ROHTB (3/23) 005 (a)	NB
1020h	11	Theatre productivity: <i>for assurance</i>	Presentation	KO/TL/ BS
1045h	12	Learning from deaths and mortality review: <i>for assurance</i>	ROHTB (3/23) 006 ROHTB (3/23) 006 (a)	MR
1055h	13	Race Equality Code – key themes from discussions and next steps: <i>for assurance</i>	ROHTB (3/23) 007 ROHTB (3/23) 007 (a)	SM
1105h	14	Board Assurance Framework update: <i>for assurance</i>	ROHTB (3/23) 008 ROHTB (3/23) 008 (a)	SGL
1115h	15	Revised Standing Financial Instructions, Scheme of Reservation & Delegation: : <i>for approval</i>	ROHTB (3/23) 009	SW
<b>MATTERS TO BE TAKEN BY EXCEPTION ONLY</b>				
1120h	16	Upward assurance reports: <ul style="list-style-type: none"> <li>Finance &amp; Performance Committee</li> <li>Quality &amp; Safety Committee</li> <li>Staff Experience &amp; OD Committee</li> </ul>	To follow ROHTB (3/23) 010 ROHTB (3/23) 011	
	17	Performance reports: <i>for assurance</i> <ul style="list-style-type: none"> <li>Finance &amp; Performance</li> <li>Quality &amp; Safety</li> <li>Workforce</li> </ul>	ROHTB (3/23) 012 ROHTB (3/23) 013 ROHTB (3/23) 014	
<b>CONFIDENTIAL SESSION</b>				
1145h	18	Exclusion of the press and public	Verbal	Chair
	Date of next meeting: Wednesday, 5 April 2023 @ 0900h			



## Notes

### Quorum

- (i) No business shall be transacted at a meeting unless at least one-third of the whole number of the Chair and members (including at least one member who is also an Executive Director of the Trust and one Non-Executive Director) is present.
- (ii) An Officer in attendance for an Executive Director but without formal acting up status may not count towards the quorum.
- (iii) If the Chair or member has been disqualified from participating in the discussion on any matter and/or from voting on any resolution by reason of a declaration of a conflict of interest (see SO No.7) that person shall no longer count towards the quorum. If a quorum is then not available for the discussion and/or the passing of a resolution on any matter, that matter may not be discussed further or voted upon at that meeting. Such a position shall be recorded in the minutes of the meeting. The meeting must then proceed to the next business.



# ATTENDANCE REGISTER – UPDATED TO FEBRUARY 2023

MEMBER	ATTENDANCE										TOTAL
	6/4/2022	4/5/2022	1/6/2022	6/7/2022	7/9/2022	5/10/2022	2/11/2022	7/12/2022	1/2/2022	1/3/2022	
Tim Pile (Ch)	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Kathryn Sallah	✓	✓	✓	✓	✓						
Christine Fearn					✓	✓	✓	✓	✓		
Ian Reckless						✓	✓	✓	✓		
Richard Phillips	✓	✓	✓	✓	✓	✓	✓	✓	✓		
David Gourevitch	A	✓	✓	A	✓	A	✓	✓			
Simone Jordan	✓	✓	✓	✓	✓	✓	A	✓	✓		
Gianjeet Hunjan	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Ayodele Ajo	✓	✓	A	✓	✓	✓	✓	✓	✓		
Les Williams	✓	✓	✓	✓	A	✓	✓	✓	✓		
Jo Williams	✓	✓	✓	✓	✓	✓	✓	A	✓		
Matthew Revell	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Garry Marsh	✓	✓	✓								
Nikki Brockie			✓	A	✓	✓	A	✓	✓		
Phil Begg	A	✓	✓	✓	A	✓	✓	✓	✓		
Marie Peplow	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Stephen Washbourne	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Sharon Malhi	✓	A	✓	✓	✓	✓	✓	✓	✓		
Simon Grainger-Lloyd	✓	✓	✓	✓	✓	✓	✓	✓	✓		

## KEY:

✓	Attended	A	Apologies tendered
	Not in post or not required to attend		