

Trust Board Meeting in Public Wednesday 25 January 2023

SUMMARY OF DISCUSSIONS

Item	Lead	Description	Outcome
Staff Story	Chief People Officer	<p>'Emily's Story' available here https://youtu.be/q0Cu45i6YvI</p> <p>The story of Emily, the Therapy Lead for Discharge To Assess and her experiences as a neuro-diverse colleague at the Trust.</p> <p>The Board discussed day-to-day challenges of neurodiversity, disability and empowerment passports, the importance of colleagues listening, understanding themselves and acknowledging any potential biases to neurodiversity, the centralising of resourcing reasonable adjustments and recognition that such support received from the Trust had the potential to support greater long-term retention of colleagues.</p>	Noted
Chief Executive Report	Chief Executive Officer	<p>An update on key developments during December 2022 both nationally and locally, in line with the Trust strategic priorities.</p> <p>The Board discussed work being undertaken with the local Council and the programme of investment to support long term sustainable discharge and access to social care, the need for better coordination and signposting to alternative pathways to admission for ambulance services and the importance of robust measurement of performance within community services.</p> <p>The Board acknowledged and commended the work of colleagues Trust wide during the significant pressures over recent weeks.</p>	Noted
Committee Chair Reports	Committee Chairs	<p>Update from the Non-Executive Director Chairs from December and January Board Committee meetings. These include a summary of key items discussed with escalation to Board as appropriate:</p> <ul style="list-style-type: none"> - Audit Committee – <i>an update was provided to the Board on actions to address the current risk related to appointing external auditors prior to year-end.</i> - Finance & Business Performance Committee – <i>recognition of the increased complexity of patient presentation and impact on costs, the £3.6m overspent capital programme and the 2023-24 Operational Planning Guidance and associated risks.</i> - Quality & Clinical Governance Committee – <i>improvement noted in complaint response times. Concerns raised related to the backlog of radiology reporting, compliance with CNST and community paediatric service resilience.</i> - Strategic People Committee – <i>discussion had taken place regarding staff survey response rates and the importance of triangulation of results with information from the FTSU service once results were published. The Committee were assured by progress made on the Health and Safety compliance dashboard.</i> 	Assured
Integrated Performance Report (IPR)	Chief Operating Officer	<p>Monthly reporting on Trust performance metrics and progress with actions/progress with actions to address negative variance. Reporting defined by NHS System Oversight Framework, BHT Strategic Priorities and the 2022/23 Operating Plan.</p> <p>An update was provided on 78-week waiters noting the Trust was on track to have treated all of these by the end of the financial year.</p> <p>Focussed discussions took place related to the need for readmission data within the IPR, recruitment plans for therapists to support discharge, vaccination rates, virtual wards, role of discharge</p>	Assured

		coordinators now in post (end December) and timely senior decision making within ED. Work was noted to be ongoing with colleagues in the private and voluntary sectors noting workforce was challenging across the board.	
Monthly Finance Report	Chief Finance Officer	Update on financial position at M09 including year to date (YTD) headline position, divisional forecasts and capital, balance sheet and cash flow analysis. The Board were asked to adopt a revised year end planned forecast of £14.6m deficit. The capital programme was noted to be overspent by £3.6m with mitigations in place.	Assured
Quarterly Operating Plan Update	Chief Digital Information Officer	Update on key priorities for Q3 (October-December 2022). The Board discussed Community Paediatrics in detail noting challenges in specialist recruitment, long waiting times and work underway with Place colleagues including the development of a Therapy Strategy. The format of the quarterly updates was considered with suggestions on how to improve for 2023-24.	Assured
Freedom to Speak Up Guardian (FTSUG) Mid-Year Report	Chief People Officer	The mid-year report from the FTSUG summarising activity between April-September 2022. The benefits of the outreach model and the new network of champions were recognised with a significant increase in contacts, particularly from BAME colleagues. The Board welcomed more work on the measurement of speaking up culture and triangulation of information on colleague wellbeing and patient safety.	Assured
Clinical Negligence Scheme for Trusts (CNST) Maternity	Chief Nurse	Report providing evidence for areas of compliance with the CNST and action plans for areas of non-compliance. The Trust were compliant with 7 of the 10 safety actions. Submission of the Board declaration to this effect was approved.	Approved
CQC Action Plan	Chief Nurse	Update on progress with the action plan set following the CQC inspection in February 2022. Actions were noted to be on track.	Assured
Corporate Risk Register (CRR)	Chief Nurse	A newly formatted CRR report following the implementation of Datix. Two new risks had been added since the previous report; <ul style="list-style-type: none"> - Risk of industrial action - Sustainability and safety of the chemotherapy service. 	Assured
Board Assurance Framework (BAF)	Chief Executive Officer	Updated BAF report summarising movement in risks and related actions.	Assured
Cancer Community Work	Chief Medical Officer	Overview of programs supporting community groups to reduce health inequalities and raise awareness of cancer	Noted
Patient Experience Annual Report	Chief Nurse	Annual report for 2021/22 summarising national inpatient survey results, complaints, compliments and PALs activity and themes, the chaplaincy service and the involvement of patients in service improvement projects	Noted
Private Board Summary Report	Trust Board Business Manager	Summary of matters discussed at the Trust Board meetings in private in November and December 2022	Noted

Draft ICP Strategic Priorities	Chief Commercial Officer	Presentation of the draft strategic priorities for the Buckinghamshire, Oxfordshire and Berkshire West (BOB) Integrated Care Partnership (ICP)	Noted
Director of Public Health Annual Report	Chief Digital Information Officer	Presentation related to the Director of Public Health Annual Report 2022; 'Hearts and Minds; Preventing heart disease and stroke in Buckinghamshire'.	Noted

To read more on the ICP Strategic Priorities visit

[7412dde8ee3fd572bf249ae0cb8058c2_Master_BOB_Strategy_Document_Draft_vFINAL2.pdf \(amazonaws.com\)](https://www.amazonaws.com/7412dde8ee3fd572bf249ae0cb8058c2_Master_BOB_Strategy_Document_Draft_vFINAL2.pdf)

To read the Director of Public Health Annual Report visit

[Appendix 1 for Director of Public Health Annual Report 2021-2022.pdf \(moderngov.co.uk\)](https://www.moderngov.co.uk/Appendix_1_for_Director_of_Public_Health_Annual_Report_2021-2022.pdf) (short read)

[Appendix 2 for Director of Public Health Annual Report 2021-2022.pdf \(moderngov.co.uk\)](https://www.moderngov.co.uk/Appendix_2_for_Director_of_Public_Health_Annual_Report_2021-2022.pdf) (long read)

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Planning Approach	Chief Digital Information Officer	Summary of the draft organisational priorities for 2023-24 as part of the business planning process noting these were co-designed with leadership colleague across the organisation	Assured
Organisational Development Programme and Objectives	Chief Executive Officer	Overview of plans to develop the organisation during 2023-24 in support of the organisational priorities (above)	Assured
Standards of Behaviour and Conduct Report	Chief People Officer	Overview of cases arising from the Standards of Behaviour and Conduct Policy/Maintaining High Professional Standards opened during the financial year	Assured
East Kent Report	Trust Board Business Manager	Review of the outputs of the investigation into East Kent Maternity Services from a broader Board perspective	Assured
Data Security and Protection Toolkit (DSPT)	Chief Digital Information Officer	Overview of compliance with the DSPT standards including current position and remediation plan	Assured
Urgent Treatment Centre (UTC) Contract	Chief Operating Officer	Contract for UTC facility at Stoke Mandeville Hospital	Approved
Accommodation	Chief Commercial Officer	Purchase of lease for staff accommodation by the BHT Charity (noting subject to approval by the Charitable Funds Committee)	Approved
Insourcing Contract	Chief Operating Officer	Contract for insourcing support for ENT and Ophthalmology activity	Approved
Bucks Health and Social Care Academy Governance Arrangements	Chief People Officer	Recommended future organisation structure for the Academy and relationship to the Trust to maximise effectiveness	Approved
AOB	All	None raised	n/a