

PUBLIC

Please notify attendance and send queries to Kerry Rogers, Director of Corporate Affairs & Company Secretary on kerry.rogers@oxfordhealth.nhs.uk



Oxford Health
NHS Foundation Trust

BOARD OF DIRECTORS' MEETING

- meeting held over video streaming, content to be publicly available subsequently –

Wednesday, 14 April 2021
09:00 – 12:30

Microsoft Teams virtual meeting

Agenda

INTRODUCTORY ITEMS

		Indicative Time
1. #Hellomynameis and apologies for absence ¹	DW/All	09:00
<ul style="list-style-type: none">Board members, presenters and attendees to introduce themselves		
2. Patient/Carer Story - from the Adult Speech and Language Therapy team (paper – BOD 13/2021 and presentation/video)	NR/ DMcK/ MC	09:05
<ul style="list-style-type: none">To receive and discuss. The patient/carer/staff stories presented to Board may have certain details anonymised to protect individuals' confidentiality; permissions have been granted. Presenters attend in good faith to share their experiences and would prefer that any personal details which may, however, be shared are not then taken away by those in attendance.		
3. Register of Directors' Interests	DW	09:20
<ul style="list-style-type: none">To confirm Directors' interests and notify of any potential conflicts pertaining to the agenda. For recently updated Register, see Reading Room/Appendix (paper – RR/App 11/2021)		
4. Minutes and Matters Arising of the Board of Directors' meeting held on 27 January 2021 (paper – BOD 14/2021)	DW	
<ul style="list-style-type: none">To be taken as read unless amendments to the Minutes or updates on Matters Arising		

STRATEGIC & SYSTEM OVERVIEW & UPDATES

5. Trust Chair's report (paper – BOD 15/2021) and update on the Council of Governors': (i) joint development and strategy session with the Board on 24 February 2021; and (ii) meeting on 25 March 2021 (oral update)	DW	09:30
<ul style="list-style-type: none">To be taken as read unless questions or escalations to discuss		
6. Chief Executive's report (paper – BOD 16/2021)	NB	09:40
<ul style="list-style-type: none">To discuss.		
7. Trust Strategy (paper – BOD 17/2021)	MW	09:55
<ul style="list-style-type: none">To approve. For supporting detail, see Reading Room/Appendix (paper – RR/App 12/2021)		

¹ No apologies received.

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| 8. Board Assurance Framework and Trust Risk Register report (paper – BOD 18/2021) | KR | 10:05 |
| <ul style="list-style-type: none"> • <i>For assurance. For supporting detail, see Reading Room/Appendix (paper – RR/App 13/2021)</i> | | |

COVID-19, PERFORMANCE & QUALITY – *Deliver the best possible clinical care and health outcomes*

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| 9. COVID-19 update: (a) learning and recovery (paper – BOD 19/2021); and (b) staff COVID-19 vaccination programme (paper – BOD 20/2021) | MW/NB | 10:15 |
| <ul style="list-style-type: none"> • <i>To discuss</i> | | |

10 minutes' break (if required) 10:30

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| 10. Performance Report including COVID-19 dashboard (paper – BOD 21/2021) | MW | 10:40 |
| <ul style="list-style-type: none"> • <i>To highlight key points and discuss escalations</i> | | |

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| 11. Physical Healthcare report (paper – BOD 22/2021) | MC | 10:55 |
| <ul style="list-style-type: none"> • <i>For assurance further to previous Board action to review physical health checks compliance.</i> | | |

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| 12. Safety & Quality dashboard (including staff fill rates) (paper – BOD 23/2021) | MC | 11:05 |
| <ul style="list-style-type: none"> • <i>To highlight key points on new dashboard.</i> | | |

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| 13. Managing Directors' updates: Provider Collaboratives (oral update) | DR | 11:20 |
| <ul style="list-style-type: none"> • <i>To note</i> | | |

RESEARCH & DEVELOPMENT – *Become a leader in healthcare research and education*

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| 14. Research & Development report (paper – BOD 24/2021) | BW/
MHa | 11:30 |
| <ul style="list-style-type: none"> • <i>To discuss</i> | | |

PEOPLE – *Be a great place to work*

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| 15. Human Resources Report (workforce performance) (paper – BOD 25/2021) | MW/r | 11:45 |
| <ul style="list-style-type: none"> • <i>To be taken as read unless questions or escalations to discuss. For supporting detail, see Reading Room/Appendix (paper – RR/App 14/2021)</i> | | |

SUSTAINABILITY – *Make best use of our resources and protect the environment*

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| 16. Finance Report (paper – BOD 26/2021) | MMcE/
MW | 11:50 |
| <ul style="list-style-type: none"> • <i>To note the financial position</i> | | |

GOVERNANCE

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| 17. Standing Financial Instructions (paper – BOD 27/2021) | MMcE | 12:00 |
| <ul style="list-style-type: none"> • <i>To approve. For supporting detail, see Reading Room/Appendix (paper – RR/App 15/2021)</i> | | |

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| 18. Legal, Regulatory & Policy update report (paper – BOD 28/2021) | KR | 12:05 |
| <ul style="list-style-type: none"> • <i>To be taken as read unless questions or escalations to discuss. For supporting detail, see Reading Room/Appendix (paper – RR/App 16/2021)</i> | | |

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| 19. Other points to escalate or highlight from Board Committees: | Chairs | 12:10 |
| a. Audit Committee; | | |
| b. Charity Committee; | | |
| c. Executive Management Committee; | | |
| d. Finance & Investment Committee; | | |
| e. Mental Health Act Committee; | | |
| f. People, Leadership & Culture Committee; and | | |
| g. Quality Committee | | |
| • <i>To highlight key points and for assurance. For supporting detail, see Reading Room/Appendix (papers – RR/App 17-20/2021)</i> | | |

ANY OTHER BUSINESS, QUESTIONS & REVIEW 12:20

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| 20. Any Other Business (including items to highlight from the Reading Room/Appendix) | DW | |
| 21. Questions from the public | DW | |
| 22. Review of the Meeting | DW/All | |
| • <i>To feedback on the meeting – what worked well and what could be improved</i> | | |

Meeting Close 12:30

READING ROOM/APPENDIX

- supporting reports to be taken as read and noted -

23. Register of Directors' Interests (paper - RR/App 11/2021)
24. Trust Strategy (paper - RR/App 12/2021)
25. Board Assurance Framework (paper - RR/App 13(i)/2021) and private Trust Risk Register
(CONFIDENTIAL SUPPORTING MATERIAL NOT FOR USUAL PUBLICATION – Private Reading Room RR/App-pvt 13(ii)/2021)
26. Workforce performance – supporting detail (paper - RR/App 14/2021)
27. Standing Financial Instructions (paper – RR/App 15/2021)
28. Appendices to the Legal, Regulatory & Policy update report (paper – RR/App 16/2021)
29. Meetings and reports from Committees:
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| a. Audit Committee on 09 December 2020 (paper – RR/App 17/2021) and 24 February 2021 (oral update if required) | |
| b. Charity Committee on 17 November 2020 and 24 March 2021 (oral updates if required) | |
| c. Executive Management Committee (oral update if required) | |
| d. Finance & Investment Committee on 19 January 2021 (paper – RR/App 18/2021) and 23 March 2021 (oral update if required) | |
| e. Mental Health Act Committee on 03 December 2020 (paper – RR/App 19/2021) | |
| f. People, Leadership & Culture Committee on 18 February 2021 (oral update if required) | |
| g. Quality Committee on 11 November 2020 (paper – RR/App 20/2021) and 11 February 2021 (oral update if required) | |