

**PUBLIC**

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**Oxford Health**  
NHS Foundation Trust

# BOARD OF DIRECTORS' MEETING

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

**Wednesday, 27 January 2021**  
**09:30 – 11:45**

## Microsoft Teams virtual meeting

### Agenda

#### INTRODUCTORY ITEMS

Indicative  
Time

- |  |        |       |
|--|--------|-------|
| 1. #Hellomynameis and apologies for absence <sup>1</sup>   | DW/All | 09:30 |
| <ul style="list-style-type: none"><li>• Board members, presenters and attendees to introduce themselves</li></ul>  |        |       |
| 2. Register of Directors' Interests  | DW     |       |
| <ul style="list-style-type: none"><li>• To confirm Directors' interests and notify of any potential conflicts pertaining to the agenda. For recently updated Register, see <b>Reading Room/Appendix (paper – RR/App 01/2021)</b></li></ul> |        |       |
| 3. Minutes and Matters Arising of the Board of Directors' meeting held on 26 November 2020 (paper – BOD 01/2021)   | DW     |       |
| <ul style="list-style-type: none"><li>• To be taken as read unless amendments to the Minutes or updates on Matters Arising</li></ul>   |        |       |

#### STRATEGIC OVERVIEW & UPDATES

09:40

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|--|----|--|
| 4. Trust Chair's Report (paper – BOD 02/2021)  | DW |  |
| <ul style="list-style-type: none"><li>• To be taken as read unless questions or escalations to discuss</li></ul>                               |    |  |
| 5. Chief Executive's Report (paper – BOD 03/2021)  | NB |  |
| <ul style="list-style-type: none"><li>• To discuss. For supporting detail, see <b>Reading Room/Appendix (paper – RR/App 02/2021)</b></li></ul> |    |  |

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

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|---|-------|-------|
| 6. COVID-19 update including BAME impact (oral update)  | Execs | 10:00 |
| <ul style="list-style-type: none"><li>• To discuss</li></ul>                                      |       |       |
| 7. Performance Report including COVID-19 dashboard (paper – BOD 04/2021)                          | MW    | 10:15 |
| <ul style="list-style-type: none"><li>• To highlight key points and discuss escalations</li></ul> |       |       |
| 8. Vaccination report (presentation)  | TA    | 10:25 |
| <ul style="list-style-type: none"><li>• To discuss</li></ul>                                      |       |       |

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<sup>1</sup> No apologies received.

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| 9. Infection Prevention & Control Board Assurance Framework (IPC BAF) (paper – BOD 05/2021)  | MC | 10:35 |
| <ul style="list-style-type: none"> <li>• <i>For assurance. For supporting detail, see <b>Reading Room/Appendix (paper – RR/App 03/2021)</b></i></li> </ul> |    |       |

**PEOPLE** – *Be a great place to work*

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|--|----|-------|
| 10. Results of the 2020 National Community Mental Health Patient Survey (paper – BOD 06/2021)                              | MC | 10:45 |
| <ul style="list-style-type: none"> <li>• <i>For assurance</i></li> </ul>   |    |       |
| 11. Human Resources Report (workforce performance) (paper – BOD 07/2021)   | TB | 10:55 |
| <ul style="list-style-type: none"> <li>• <i>To be taken as read unless questions or escalations to discuss.</i></li> </ul> |    |       |

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| 12. Inpatient Safer Staffing (Nursing) Report (paper – BOD 08/2021)  | MC | 11:00 |
| <ul style="list-style-type: none"> <li>• <i>To be taken as read unless questions or escalations to discuss.</i></li> </ul> |    |       |

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

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|--|-------------|-------|
| 13. Finance Report (paper – BOD 09/2021)   | MMcE/<br>MW | 11:05 |
| <ul style="list-style-type: none"> <li>• <i>To highlight key points and discuss escalations</i></li> </ul> |             |       |

**GOVERNANCE**

- |   |    |       |
|---|----|-------|
| 14. Constitution & Engagement Policy (paper – BOD 10//2021)   | KR | 11:15 |
| <ul style="list-style-type: none"> <li>• <i>To approve. For supporting detail, see <b>Reading Room/Appendix (paper – RR/App 04/2021)</b></i></li> </ul> |    |       |
| 15. Corporate Registers: (i) application of the Trust’s seal (paper – BOD 11//2021); and (ii) gifts, hospitality and sponsorship (paper – BOD 12//2021) | KR |       |
| <ul style="list-style-type: none"> <li>• <i>To be taken as read</i></li> </ul>  |    |       |

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|---|--------|-------|
| 16. Key points to escalate or highlight from Board Committees:  | Chairs | 11:25 |
| <ul style="list-style-type: none"> <li>a. Audit Committee;</li> <li>b. Charity Committee;</li> <li>c. Executive Management Committee;</li> <li>d. Finance &amp; Investment Committee;</li> <li>e. Mental Health Act Committee;</li> <li>f. People, Leadership &amp; Culture Committee; and</li> <li>g. Quality Committee</li> </ul> |        |       |
| <ul style="list-style-type: none"> <li>• <i>To highlight key points and for assurance. For supporting detail, see <b>Reading Room/Appendix (papers – RR/App 05-10/2021)</b></i></li> </ul>  |        |       |

**ANY OTHER BUSINESS, QUESTIONS & REVIEW**

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|---|--------|-------|
| 17. Any Other Business (including items to highlight from the Reading Room/Appendix)  | DW     | 11:35 |
| 18. Questions from the public   | DW     |       |
| 19. Review of the Meeting   | DW/All |       |
| <ul style="list-style-type: none"> <li>• <i>To feedback on the meeting – what worked well and what could be improved</i></li> </ul> |        |       |

**READING ROOM/APPENDIX**

- supporting reports to be taken as read and noted -

20. Register of Directors' Interests (paper - RR/App 01/2021)

21. Appendices to the Chief Executive's Report: (i) EU Exit; and (ii) System Working 'Integrating Care Summary' (paper - RR/App 02/2021)

22. IPC BAF (paper - RR/App 03/2021)

23. Constitution & Engagement Policy (paper – RR/App 04/2021)

24. Meetings and annual reports from Committees:

- a. Audit Committee on 16 September 2020 (paper – RR/App 05/2021) and 09 December 2020 (oral update if required)
- b. Charity Committee annual report (paper – RR/App 06/2021)
- c. Executive Management Committee (oral update if required)
- d. Finance & Investment Committee on 17 November 2020 (paper – RR/App 07/2021) and 19 January 2021 (oral update if required)
- e. Finance & Investment Committee annual report (paper – RR/App 08/2021)
- f. Mental Health Act Committee on 13 October 2020 (paper – RR/App 09/2021) and 03 December 2020 (oral update if required)
- g. People, Leadership & Culture Committee on 14 October 2020 (paper – RR/App 10/2021)