

Trust Board Meeting in Public
Meeting of the Royal Cornwall Hospitals NHS Trust Board

Thursday 6 May 2021 09.45 – 12.30

Held Via Microsoft Teams

Members of the Public are invited to join via Teams Live at the following link:
<http://bit.ly/RCHTPublicBoardMay21>

No.	Item	Page no.	Accountable Officer	Approx. time	Min No
1.	Welcome and Apologies for Absence:	N/A	Chairwoman	09.45	21/22.18
2.	Declaration of Interest in relation to Agenda items	N/A	Chairwoman		21/22.19
3.	Minutes of the Previous Board Meeting: <i>To approve the minutes of the meeting held 1 April 2021</i>	05	Chairwoman		21/22.20
4.	Matters Arising & Action Log <i>To review the minutes for matters arising and receive an update on actions.</i>	15	Chairwoman		21/22.21
5.	Patient Story <i>To note the patient story</i>	N/A	Joint Director of Nursing, Midwifery and AHPs	09.50	21/22.22
6.	Chairwoman's Report <i>To approve the changes to Committee membership and approve the forward plan of meetings</i>	19	Chairwoman	10.10	21/22.23
7.	Chief Executive's Report	28	Chief Executive	10.15	21/22.24
Performance and Accountability					
8.	Summary of Winter and Covid-19 Plans <i>To discuss for assurance a report reflecting on one year of the pandemic and the winter</i>	31	Chief Operating Officer	10.20	21/22.25



Chairwoman: Dr Mairi McLean

Chief Executive: Mrs Kate Shields

Care + Compassion | Inspiration + Innovation | Working Together | Pride + Achievement | Trust + Respect

Trust Headquarters: Bedruthan House, Royal Cornwall Hospital, Truro, TR1 3LJ
Tel: 01872 252902 **Fax:** 01872 252944

	<i>pressures/planning</i>				
9.	Integrated Performance Report <i>To discuss for assurance the key performance indicators, noting that the IPR was discussed by April's Committee's</i>	58	Chief Operating Officer	10.35	21/22.26
10.	Financial and Capital Position <i>To receive and note the year-end financial and capital position</i>	111	Director of Finance	10.55	21/22.27
11.	Capital Plan 2021-22 <i>To approve the capital plan for 2021-22 as recommended by the Finance and Performance Committee</i>	124	Director of Finance	11.05	21/22.28
Governance and Assurance					
12.	Committee Assurance Reports <i>To receive any issues for exception reporting to the Board from Committee Chair's on recent meetings not otherwise discussed through other items on the agenda</i>	149	Committee Chair's	11.20	21/22.29
13.	Maternity Services Patient Safety Monthly Report <i>To discuss and note the monthly report for assurance to the Board as required from the outcomes of the Ockenden Review</i>	156	Joint Director of Nursing, Midwifery and AHPs and NED Maternity Safety Champion	11.25	21/22.30
14.	Freedom to Speak Up Guardian Q4 report <i>To receive and note the Quarter 4 report and approve proposed amendment to the Freedom to Speak Up Policy</i>	168	Freedom to Speak Up Guardian	11.35	21/22.32
15.	Guardian of Safe Working Hours Annual Report <i>To receive and note the Quarter 4 report</i>	197	Guardian of Safe Working Hours	11.50	21/22.34
16.	Annual Complaints Report* <i>To receive and note the annual complaints report, as considered by Quality Assurance Committee</i>	210	Director of Integrated Governance	–	21/22.35
17.	E-governance Report: Thanking our People* <i>To note the decision taken by e-</i>	222	Company Secretary	–	21/22.36



	<i>governance to approve an additional day annual leave for staff</i>				
18.	Consideration of Risk <i>To identify any risks raised during the meeting that may need to be escalated to the Board Assurance Framework or Corporate Risk Register</i>	N/A	Director of Integrated Governance	12.05	21/22.37
19.	Questions from the Public <i>Up to 15 minutes is allocated for questions from the public</i>		Chairwoman	12.10	21/22.38
20.	Evaluation of Effectiveness of the Meeting: <ul style="list-style-type: none"> • What worked well? • Even more effective if? 		Chairwoman	12.25	21/22.39
Proposed substantive items for the next meeting (July 2021):					
	<ul style="list-style-type: none"> • Annual Safeguarding Report • Freedom to Speak Up Annual Report • Integrated Performance Report • Finance Report • Equality and Diversity Strategy and Annual Report • Disciplinary Policy • Committee Annual Reports • Standing Orders and Committee Terms of Reference • Trust Seal Report 				

Note: Starred * items are for information only and not for discussion unless requested by Board members.

Date of Next Board in Public Meeting: 1 July 2021

The Board will now take a short break and move into its private session to consider matters deemed confidential, as per the motion on notice at the end of the agenda



Chairwoman: Dr Mairi McLean

Chief Executive: Mrs Kate Shields

Care + Compassion | Inspiration + Innovation | Working Together | Pride + Achievement | Trust + Respect

QUESTIONS FROM THE PUBLIC

When the Trust is using Teams Live to live stream the meeting the following Protocol applies to questions from members of the public:

- Members of the public are welcome to raise questions throughout the meeting and they will be taken at the end of the meeting at item 20. A maximum of 15 minutes is allocated for questions from the public.
- Questions at the meeting must relate to papers being presented on the day.
- Questions should be kept brief and to the point.
- There is no need for questions to be submitted in advance, although this may mean that it is not always possible to provide an answer at the meeting. In that case, the questioner's contact details will be requested for response.
- Questions will be taken in rotation, to ensure those wishing to raise questions have equal opportunity, within the limited time available – if a member of the public asks more than one question their first question will be asked and then their remaining question/questions returned to if no other members of the public wish to raise one and if it is within the time allocated for the item
- We will endeavor to provide a response at the meeting which will be offered by a member of the Board to the Chair.
- An answer to an oral question under this procedure will take the form of either:
 - A direct oral answer; or
 - If the information required is not easily available a written answer will be sent to the questioner, circulated to all members of the Trust Board and included in the minutes of the meeting.
- Questions and answers will be reflected in the minutes of the meeting.
- Questions need not be answered if the Chairwoman considers that they:
 - Are not on any matter that is within the powers and duties of the Trust;
 - Are defamatory, frivolous or offensive;
 - Are substantially the same as a question that has been put to a meeting of the Trust Board in the past six months;
 - Would require the disclosure of confidential or exempt information.

Notice of Motion: That, under the provision of Section 1, Sub-Section 2, of the Public Bodies Admission to Meetings Act, 1960, the public will be excluded from the meeting as the Trust is in Committee on the grounds that publicity would prove prejudicial to the public interest by reason of the confidential nature of the business to be transacted. The issues to be discussed involve, for example, matters relating to individuals and patient confidentiality.

One of more the following criteria must be met to for a Trust Board in Committee discussion:

- The document contains employee identifiable information;
- The document contains patient identifiable information;
- The document contains information relating to legal proceedings;
- The documentation is in draft format for future publication / remains in early stages of development;
- The documentation is commercially sensitive

