



Cover Sheet

Trust Board Meeting in Public: Wednesday 10 November 2021

TB2021.96

Title: Trust Management Executive Report

Status: For Information

History: Regular reporting

Board Lead: Chief Executive Officer

Author: Neil Scotchmer, Head of Corporate Governance

Confidential: No

Key Purpose: Assurance

Executive Summary

1. The Trust Management Executive [TME] has been constituted by the Trust Board and is the executive decision-making committee of the Trust. As such, it provides a regular report to the Board on the main issues raised and discussed at its meetings.
2. Under its terms of reference, TME is responsible for providing the Board with assurance concerning all aspects of setting and delivering the strategic direction for the Trust, including associated clinical strategies; and to assure the Board that, where there are risks and issues that may jeopardise the Trust's ability to deliver its objectives, these are being managed in a controlled way through the Trust Management Executive Committee. This regular report provided aims to contribute to the fulfilment of that purpose.

Recommendations

The Trust Board is asked to:

- **note** the regular report to the Board from TME's meetings held on 9 September, 30 September, 7 October and 28 October.

Trust Management Executive Report

1. Purpose

- 1.1. The Trust Management Executive [TME] has been constituted by the Trust Board and is the executive decision-making committee of the Trust. As such, it provides a regular report to the Board on the main issues raised and discussed at its meetings.

2. Background

- 2.1. Since the preparation of its last report to the Trust Board, the Trust Management Executive [TME] has met on the following dates:
 - 9 September 2021
 - 30 September 2021
 - 7 October 2021
 - 28 October 2021

3. Issues for approval by the Board

- 3.1. **Freedom to Speak Up Review 2021 Recommendations:** a report has been submitted to the November Trust Board following discussion by TME.
- 3.2. **Postgraduate Medical Education Strategy 2021-2026:** The Trust Board is asked to accept the recommendation of TME to approve and support the Postgraduate Medical Education Strategy for 2021-2026.

4. Key decisions

- 4.1. The following policies were approved:
 - Smoke Free Policy
 - Remote Working Policy
 - Core Skills Policy
- 4.2. TME supported a revised approach to pricing private patient activity.
- 4.3. TME approved the substantive appointment of two 10PA Neuro-Oncology Consultants.
- 4.4. TME reviewed and approved the Terms of Reference for the Clinical Divisional and Corporate / Thematic Programme Performance Reviews.

- 4.5. TME approved the proposed Divisional Business Planning for 2021/22 with ongoing work to align with Divisional Directors' objectives and H2 national planning requirements.

5. Other activity undertaken by TME

- 5.1. **CQC Update:** TME discussed the CQC action plan following the maternity inspection and noted the key areas for improvement.
- 5.2. **Closed referrals:** TME was reminded that the Trust remained open to urgent and all emergency and cancer referrals and was updated in relation to the three specialties for which the Trust remained closed to some referrals.
- 5.3. **Critical Care Building:** The TME was kept regularly updated regarding progress with the construction of the new Critical Care Building and the anticipated completion date.
- 5.4. **Other Capital Schemes:** The TME continued to receive updates on a range of capital schemes across the Trust.
- 5.5. **Financial Governance Review Action Plan:** TME received and noted this plan which included clear milestones for consideration by the Integrated Assurance Committee (IAC) for IAC.
- 5.6. **Divisional Performance Reviews:** TME received a summary of Divisional Performance Reviews that documented themes and issues presented by divisions and scrutinised by members or representatives of the Executive Team.
- 5.7. **Workforce:** TME received and discussed monthly updates of the key KPIs regarding HR metrics.
- 5.8. **Annual Reports:** TME received the Research and Development Annual Performance Report.

Key risks

- 5.1. **Risks associated with Covid-19:** TME have continued to maintain oversight of key risks related to Covid-19 response and recovery.
- 5.2. **Risks associated with workforce:** TME maintained continued oversight on ensuring provision of staff to ensure productivity across the Trust.
- 5.3. **Risks associated with the financial performance:** TME continued to recognise the risks and opportunities to deliver at pace the changes required to maintain the financial position. TME are maintaining close oversight of capital prioritisation.

Future Business

- 5.4. The **CQC action plan** for maternity inspection and challenges would be discussed by TME.
- 5.5. TME would receive full business case for the **Maternity Electronic Patient Record** with a view to approval by Trust Board by January 2022.
- 5.6. A report outlining any challenges to the implementation of the **Smoke Free** Policy would be considered if required.
- 5.7. The updated **Counter Fraud Policy** aligned with the new Disciplinary Procedure would come to a future meeting of the TME.

6. Recommendations

- 6.1. The Trust Board is asked to:
 - **note** the regular report to the Board from TME's meetings held on 9 September, 30 September, 7 October and 28 October.