

Trust Board Meeting in Public: Wednesday 08 September 2021

TB2021.80

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 15 July, 12 August and 26 August 2021.

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:
 - 15 July 2021
 - 12 August 2021
 - 26 August 2021

3. Issues for approval by the Board

- 3.1. **2021-22 Budget:** TME recommended the budget and supporting forecasts to the Trust Board for approval.
- 3.2. **Update on HR Policies:** TME approved the Handling Concerns Related to Conduct, Capability or Health of Medical and Dental Practitioners Procedure, prior to submission to the Trust Board for ratification.
- 3.3. **Declarations of Interests, Gifts, Hospitality and Sponsorship (Identifying and Managing Conflicts of Interests) Policy:** TME reviewed the revisions to the policy and recommended it to the Trust Board for approval.
- 3.4. **Use of lateral flow testing (LFT) for patients undergoing local anaesthetic lower GI and ophthalmology day case procedures:** TME recommended this to the Trust Board for approval.

4. Key decisions

- 4.1. The following policies were approved:
 - Asbestos Management Policy;
 - Gas Safety Policy; and
 - Ventilation Systems Policy.
- 4.2. TME approved the updated Terms of Reference for the Elective Care Recovery Group with minor amendments.

- 4.3. Clarifications to the Limits of Delegation Policy in relation to single tender waivers were approved.
- 4.4. The appointment of a 0.5FTE Trust-wide End of Life Medical Lead and supporting arrangements was approved.
- 4.5. TME approved the merger of Pain Management Services across the Trust.

5. Other activity undertaken by TME

- 5.1. **Critical Care Building:** The TME was kept regularly updated regarding progress with the construction of the new Critical Care Building an anticipated completion date.
- 5.2. **Other Capital Schemes:** The TME continued to receive updates on a range of capital schemes across the Trust.
- 5.3. **Premises Assurance Model (PAM) Reporting:** The TME noted the PAM assessment scores covering 2020/21 and the improvement in many scores since the 2019/21 PAM assessment.
- 5.4. **Financial Governance Review:** TME considered the findings of the Financial Governance Review and the draft management response. It was agreed that TME would oversee delivery of the final action plan.
- 5.5. **Divisional Performance Reviews:** TME received the summary of Divisional Performance Reviews that documented themes and issues presented by divisions and scrutinised by members or representatives of the Executive Team.
- 5.6. **Occupational Health & Safety Management Charter/Objectives:** The TME noted the current health and safety objectives which were reflected in the strategy in the form of a concise OH&S management charter.
- 5.7. **Workforce:** TME reviewed the Trust's Combined Equality Standards Report. It discussed plans to improve the process for consultant recruitment and reviewed monthly workforce data.
- 5.8. **Annual Reports:** TME received the following annual reports:
 - Infection Prevention and Control Annual Report 2020/2021;
 - Learning from Deaths Annual Report 2020/21; and
 - Adults and Children Safeguarding Annual 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. TME will receive the final CQC Maternity Report when published.
- 5.5. TME will undertake ongoing monitoring of delivery of the action plan in relation to the Financial Governance Review.

6. Recommendations

- 6.1. The Trust Board is asked to:
 - **note** the regular report to the Board from TME's meetings held on 15 July, 12 August and 26 August 2021.