

**Cover Sheet**

**Trust Board Meeting in Public: 18 January 2023**

**TB2023.17**

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**Title: Trust Management Executive Report**

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**Status: For Information**

**History: Regular Reporting**

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**Board Lead: Chief Executive Officer**

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**Confidential: No**

**Key Purpose: Assurance**

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### **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:
  - 10 November 2022
  - 1 December 2022
  - 15 December 2022

## Trust Management Executive Report

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### 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:
  - 10 November 2022
  - 1 December 2022
  - 15 December 2022

### 3. Key Decisions

- 3.1. TME heard that OUH has accepted funding from NHS England for the Trust to host a Secure Data Environment on behalf of Thames Valley and Surrey, pending consideration of a full business case. The Secure Data Environment is a data storage and access platform, which is being built to uphold the highest standards of privacy and security of NHS health and social care data when used for research and analysis. Only approved users, with approved projects, are allowed to access and analyse data and only approved outputs can leave the environment. TME supported OUH hosting a Secure Data Environment because of its strategic importance to the delivery of research, and the improved use of operational data to underpin patient care.
- 3.2. TME was updated on the national introduction of the Patient Safety Incident Response Framework (PSIRF) which represents a fundamental change in the management of patient safety and incident reporting in the NHS. The Trust is expected to implement the PSIRF by 1 October 2023. An OUH PSIRF Summit is planned for February 2023, where proposals for how the new framework is implemented at OUH will be presented and discussed by multi-disciplinary teams. A Board seminar will be scheduled to follow this.
- 3.3. It was noted that NHSE would require the Trust to present a reforecast of its year-end financial position and TME considered the principles and process that should be applied in developing this.

- 3.4. The Committee approved plans to clear a backlog in non-urgent radiology reporting and agreed to monitor progress in delivering these.

#### **4. Other activity undertaken by TME**

- 4.1. TME discussed in detail its preparations for the impact of two days of industrial action by Royal College of Nursing (RCN) members at OUH on Thursday 15 December and Tuesday 20 December. It noted the dialogue with the RCN about 'derogations' for clinical areas to be exempt from the industrial action and arrangements to stand down non-urgent meetings and training on both dates. It was emphasised that the safety of patients and staff was the Trust's key priority.
- 4.2. TME members were updated on progress in developing and implementing a Financial Recovery Plan since the discussion of the plan at TME in September. In the intervening period the financial scenarios developed for the plan had all improved but there remained much to do to ensure that financial stability was maintained to support clinical teams to provide the best possible care for patients, and also invest in capital improvements to develop and improve services.
- 4.3. TME members were updated on the Quality Impact Assessments (QIAs) that had taken place since the introduction of the Trust's new QIA Policy following its approval at the Trust Board meeting in March 2022. QIAs are undertaken to assess the impact of business cases, service changes, and other major consultations on patient safety, clinical effectiveness, patient experience, staff experience, and equality and diversity. This new process appeared to be working well since its introduction earlier in 2022, and regular updates on progress would be brought to future TME meetings.
- 4.4. The TME received an update on DM01 performance which measures performance against the diagnostic operational standard (less than 1% of patients should wait 6 weeks or more for a diagnostic test).
- 4.5. An update was also received on the Trust's progress in vaccinating front line staff for flu against the challenging national target of 90%.
- 4.6. TME received the Mental Health Act Annual Report which provided assurance that the Trust was acting appropriately and within the law.

#### **5. Regular Reporting**

- 5.1. TME received the following regular reports:
  - Capital Schemes: The TME continues to receive updates on a range of capital schemes across the Trust;

- Financial Performance Review: The TME continues to receive financial performance updates;
  - Divisional and Corporate Performance Reviews: TME receives a summary Performance Reviews that documents key themes and issues presented and actions agreed;
  - Workforce Performance Report: TME receives and discusses monthly updates of the key KPIs regarding HR metrics;
  - Quality Improvement Programme Update;
  - Health and Safety Report;
  - Business Planning Pipeline; and
  - Procurement Pipeline
- 5.2. TME received its regular report from the Clinical Governance Committee which highlighted in particular the positive results from the Cancer Patient Experience Survey.
- 5.3. TME also introduced a new regular report on the Summary Impact of TME Business which allowed TME members to more easily track the combined financial impact of decisions taken.

## 6. Key Risks

- 6.1. **Risks related to winter pressures:** TME noted winter plans for emergency and elective services and would continue to monitor their development and implementation.
- 6.1. **Risks associated with industrial action:** TME noted planning to manage and mitigate the risks associated with planned industrial action.
- 6.2. **Risks associated with workforce:** TME maintained continued oversight on ensuring provision of staff to ensure that services were provided safely and efficiently across the Trust and to maintain staff wellbeing in the light of substantial operational pressures. The impact on staff of cost-of-living pressures was also recognised.
- 6.3. **Risks associated with Covid-19:** TME have continued to maintain oversight of key risks related to Covid-19 recovery along with other seasonal respiratory disease.
- 6.4. **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.

- 6.5. **Risks to operational performance:** TME continued to monitor the risks to operational performance and the delivery of key performance indicators and the mitigations that were being put in place.

## 7. Recommendations

7.1. The Trust Board is asked to:

- **Note** the regular report to the Board from TME's meetings held on 10 November 2022, 1 December 2022 and 15 December 2022.