



### **Notice of Trust Board Meeting in Public on Wednesday 1 February 2023**

The next meeting of the Royal Orthopaedic Hospital NHS Foundation Trust NHS Trust Board will take place on Wednesday 1 February 2023 in the Boardroom, Trust HQ commencing at **0900h**.

Members of the public and press are welcome to attend. The agenda for the public part of the meeting is available on the website.

Questions for the Board should be received by the Trust Board Administrator no later than 24hrs prior to the meeting by post or e-mail to: Trust Board Administrator, Claire Kettle at the Management Offices or via email [claire.kettle@nhs.net](mailto:claire.kettle@nhs.net).

Tim Pile

Chair



# TRUST BOARD (IN PUBLIC)

**Venue** Boardroom, Trust Headquarters

**Date** 1 February 2023: 0900h – 1300h

## Members attending

Mr Tim Pile	Chair	(TP)
Ms Simone Jordan	Vice Chair & Senior Independent Director	(SJ)
Mr Richard Phillips	Non Executive Director	(RP)
Mrs Gianjeet Hunjan	Non Executive Director	(GH)
Mr Les Williams	Non Executive Director	(LW)
Ms Ayodele Ajoye	Non Executive Director	(AA)
Mrs Christine Fearn	Non Executive Director	(CF)
Dr Ian Reckless	Non Executive Director	(IR)
Mrs Jo Williams	Chief Executive	(JW)
Mr Matthew Revell	Executive Medical Director	(MR)
Mrs Nikki Brockie	Chief Nurse	(NB)
Mr Steve Washbourne	Executive Director of Finance	(SW)
Mrs Marie Peplow	Executive Chief Operating Officer	(MP)
Prof Phil Begg	Executive Director of Strategy & Delivery	(PB)

## In attendance

Ms Kimberley Macken	Ward Manager	(KM)	[Item 1]
Mrs Claudette Jones	Freedom to Speak Up Guardian	(CJ)	[Item 8]
Mrs Alicia Stanton	Clinical Service Improvement Lead	(AS)	[Item 9]
Mrs Sharon Malhi	Chief People Officer	(SM)	
Mr Simon Grainger-Lloyd	Director of Governance	(SGL)	[Secretariat]

TIME	ITEM	TITLE	PAPER	LEAD
0900h	1	Patient story – Ward 1	Presentation	KM
0920h	2	Apologies	Verbal	Chair
	3	Declarations of Interest <i>Register available on request from the Director of Governance</i>	Verbal	Chair
	4	Minutes of Board Meeting held in Public on 7 December 2022: <i>for approval</i>	ROHTB (12/22) 023	Chair
	4.1	Actions from previous meetings in public: <i>for assurance</i>	ROHTB (12/22) 023 (a)	SG-L
	4.2	Addressing volunteer concerns raised at AGM	ROHTB (12/22) 023 (b)	NB
0930h	5	Questions from members of the public	Verbal	Chair
0932h	6	Chair's and Chief Executive's update: <i>for information and assurance</i>	ROHTB (2/23) 001 ROHTB (2/23) 001 (a) ROHTB (2/23) 001 (b)	TP/JW
	6.1	Update from the Council of Governors: <i>for information</i>	Verbal	SG-L



0945h	7	Update on supporting staff with financial wellbeing: <i>for assurance</i>	ROHTB (2/23) 002	SM
1000h	8	Freedom to Speak Up annual report: <i>for assurance</i>	ROHTB (2/23) 003 ROHTB (2/23) 003 (a)	CJ
1015h	9	JointCare update: <i>for assurance</i>	Presentation	AS
1035h	10	Infection Prevention & Control annual report: <i>for approval</i>	ROHTB (2/23) 005 ROHTB (2/23) 005 (a)	NB
1050h	11	Outbreak update: <i>for assurance</i>	ROHTB (2/23) 006 ROHTB (2/23) 006 (a)	NB
1055h	12	'Flu vaccination update: <i>for assurance</i>	ROHTB (2/23) 007 ROHTB (2/23) 007 (a)	NB
1100h	13	Board Assurance Framework update: <i>for assurance</i>	Verbal	SGL
<b>MATTERS TO BE TAKEN BY EXCEPTION ONLY</b>				
1105h	14	Upward assurance reports: <ul style="list-style-type: none"> <li>Finance &amp; Performance Committee</li> <li>Quality &amp; Safety Committee</li> <li>Staff Experience &amp; OD Committee</li> <li>Audit Committee and 'Matters for Boards'</li> </ul>	ROHTB (2/23) 008 ROHTB (2/23) 009 ROHTB (2/23) 010 ROHTB (2/23) 011 & 011 (a)	
	15	Performance reports: <i>for assurance</i> <ul style="list-style-type: none"> <li>Finance &amp; Performance</li> <li>Quality &amp; Safety</li> <li>Workforce</li> </ul>	ROHTB (2/23) 012 ROHTB (2/23) 013 ROHTB (2/23) 014	
<b>BREAK</b>				
<b>CONFIDENTIAL SESSION</b>				
1145h	16	Exclusion of the press and public	Verbal	Chair
Date of next meeting: Wednesday, 1 March 2023 @ 0900h				



## Notes

### Quorum

- (i) No business shall be transacted at a meeting unless at least one-third of the whole number of the Chair and members (including at least one member who is also an Executive Director of the Trust and one Non-Executive Director) is present.
- (ii) An Officer in attendance for an Executive Director but without formal acting up status may not count towards the quorum.
- (iii) If the Chair or member has been disqualified from participating in the discussion on any matter and/or from voting on any resolution by reason of a declaration of a conflict of interest (see SO No.7) that person shall no longer count towards the quorum. If a quorum is then not available for the discussion and/or the passing of a resolution on any matter, that matter may not be discussed further or voted upon at that meeting. Such a position shall be recorded in the minutes of the meeting. The meeting must then proceed to the next business.



# ATTENDANCE REGISTER – UPDATED TO DECEMBER 2022

MEMBER	ATTENDANCE										TOTAL
	6/4/2022	4/5/2022	1/6/2022	6/7/2022	7/9/2022	5/10/2022	2/11/2022	7/12/2022	1/2/2022	1/3/2022	
Tim Pile (Ch)	✓	✓	✓	✓	✓	✓	✓	✓			
Kathryn Sallah	✓	✓	✓	✓	✓						
Christine Fearn					✓	✓	✓	✓			
Richard Phillips	✓	✓	✓	✓	✓	✓	✓	✓			
David Gourevitch	A	✓	✓	A	✓	A	✓	✓			
Simone Jordan	✓	✓	✓	✓	✓	✓	A	✓			
Gianjeet Hunjan	✓	✓	✓	✓	✓	✓	✓	✓			
Ayodele Ajose	✓	✓	A	✓	✓	✓	✓	✓			
Les Williams	✓	✓	✓	✓	A	✓	✓	✓			
Jo Williams	✓	✓	✓	✓	✓	✓	✓	A			
Matthew Revell	✓	✓	✓	✓	✓	✓	✓	✓			
Garry Marsh	✓	✓	✓								
Nikki Brockie			✓	A	✓	✓	A	✓			
Phil Begg	A	✓	✓	✓	A	✓	✓	✓			
Marie Peplow	✓	✓	✓	✓	✓	✓	✓	✓			
Stephen Washbourne	✓	✓	✓	✓	✓	✓	✓	✓			
Sharon Malhi	✓	A	✓	✓	✓	✓	✓	✓			
Simon Grainger-Lloyd	✓	✓	✓	✓	✓	✓	✓	✓			

## KEY:

✓	Attended	A	Apologies tendered
	Not in post or not required to attend		