



Board of Directors – Open (Extra Ordinary)

UNCONFIRMED Minutes of the Extra Ordinary Open Board of Directors held at 10am on Wednesday 9 December 2020. Members accessed via MS Teams.

Present: Mike Potts, Chair
(voting) Jan Ditheridge, Chief Executive
Anne Dray, Non-Executive Director, Chair of Audit & Risk Committee
Phillip Easthope, Executive Director of Finance
Dr Mike Hunter, Executive Medical Director
Sandie Keene, Non Executive Director, Chair of Quality Assurance Committee
Richard Mills, Non-Executive Director, Chair of Finance & Performance Committee
Beverley Murphy, Executive Director of Nursing, Professions and Operations
Heather Smith, Non- Executive Director, Chair of People Committee
(non voting) Caroline Parry, Director of Human Resources
Prof Brendan Stone, Associate Non-Executive Director.
David Walsh, Director of Corporate Governance (Board Secretary)

In Attendance: Fleur Blakeman, Director of Improvement, NHS England/Improvement
Pat Keeling, Speciality Director (Strategy)
Sharon Sims, PA to the Chair & Director of Corporate Governance (Minutes)

Ref	Item	Action
1/12/20	Welcome & Apologies: The Chair welcomed everyone to the meeting. There were no apologies for absence. <i>In accordance with national directives relating to Covid-19, Standing Order 3.1 of the Trust's Standing Orders would be suspended for the duration of the meeting, resulting in members of the public and press being excluded from the meeting,</i>	
2/12/20	Declarations of Interest Prof Brendan Stone is a Lecturer in the University and a Director on the board of Sheffield Flourish, a mental health charity. It was determined the items on the agenda were non-pecuniary and did not cause a conflict of interest. No further declarations were made	
2/12/20	Annual Quality Account Board received the Annual Quality Account for assurance and were asked to approve it for publication. Beverley Murphy reported the schedule for the Quality Account had changed significantly this year and attributed the six month deferral of submission to Covid-19. She noted the delivery of quality had been reviewed for 2019/20 and the objectives identified for 2020/21. Beverley advised that the author of Part One: Statement on quality, should be the Chief Executive, but due to personnel changes the Auditors had advised that for consistency this is delegated to the Medical Director, who had been in post for the period the Quality Account covered.	

Beverley also advised that The Quality Account required two further amendments prior to sign off; the Medical Director recorded under Part One and the deletion of a duplicated section in Annexe A.

The Quality Account had been through the correct governance process, which had included presentations to Quality Assurance Committee (QAC), feedback from partners (Annexe A), consultation on the indicators, and supporting evidence (Annexe B).

To note Internal Audit were not required to assure the Quality Account this year.

Sandie Keene in her capacity as Chair of QAC confirmed it had been through committee, there had been the realisation that things were different this year and committee had taken the opportunity to think ahead, and recognised there was more work to do around service users, carers and stakeholder engagement.

The Chair referred to Sheffield City Council's feedback in relation to not defining the 2019/20 outcomes and asked for assurance that this was being addressed. Beverley Murphy referenced the outcomes for 2020/21 noting they were broad and therefore difficult to measure. Further discussion by the Executive Team and QAC was required.

Prof Brendan Stone referenced the statement from Healthwatch noting it had focused on service user experience & engagement and public consultation and gave some clear direction and outline. Dr Mike Hunter had welcomed their comments and saw them as a "critical friend". He added that the refocus of the Clinical Strategy strongly supported the strengthening of partnership working with service users and carers. The Chair added that engagement would be a topic for a future Board Development session.

Anne Dray, as a new NED, commented that the Quality Account had been well written and an "easy read".

Prior to publication the Account required two amendments (noted above) and the inclusion of the Chair, Chief Executive and Medical Director signatures. BM (SS)

Board received the Quality Account and were assured it had been through the governance processes and subject to the amendments, approved it for publication.

Date of Next Meeting

Wednesday 13 January 2021 at 10am

Format of meeting to be confirmed

*Apologies to: Sharon Sims, PA to The Chair & Director of Corporate Governance
Tel 2716370 or email Sharon.sims@shsc.nhs.uk*