

19 April 2021

**Item No 8**

## Council of Governors Summary Sheet

**Title of Paper:** Quality Objectives for 2021/22 and Timetable for Quality Report 2020/21

**Presented By:** Tania Baxter, Head of Clinical Governance

**Action Required:**

<b>For Information</b>	<input type="checkbox"/>	<b>For Ratification</b>	<input type="checkbox"/>	<b>For a decision</b>	<input type="checkbox"/>
<b>For Feedback</b>	<input checked="" type="checkbox"/>	<b>Vote required</b>	<input type="checkbox"/>	<b>For Receipt</b>	<input type="checkbox"/>

To which duty does this refer:

Holding non-executive directors individually and collectively to account for the performance of the Board	<input type="checkbox"/>
Appointment, removal and deciding the terms of office of the Chair and non-executive directors	<input type="checkbox"/>
Determining the remuneration of the Chair and non-executive directors	<input type="checkbox"/>
Appointing or removing the Trust's auditor	<input type="checkbox"/>
Approving or not the appointment of the Trust's chief executive	<input type="checkbox"/>
Receiving the annual report and accounts and Auditor's report	<input type="checkbox"/>
Representing the interests of members and the public	<input checked="" type="checkbox"/>
Approving or not increases to non-NHS income of more than 5% of total income	<input type="checkbox"/>
Approving or not significant transactions including acquisitions, mergers, separations and dissolutions	<input type="checkbox"/>
Jointly approving changes to the Trust's constitution with the Board	<input type="checkbox"/>
Expressing a view on the Trust's operational (forward) plans	<input type="checkbox"/>
Consideration on the use of income from the provision of goods and services from sources other than the NHS in England	<input type="checkbox"/>
Monitoring the activities of the Trust to ensure that they are being conducted in a manner consistent with its terms of authorisation and the constitution	<input type="checkbox"/>
Monitoring the Trust's performance against its targets and strategic aims	<input type="checkbox"/>

**How does this item support the functioning of the Council of Governors?**

Governors must ensure that the Trust meets its statutory objectives and operates within the best interests of the public

**Author of Report:** Tania Baxter

**Designation:** Head of Clinical Governance

**Date:** 12 April 2021

## Council of Governors

---

**Date:** 19 April 2021

**Subject:** Quality Objectives for 2021/22 and Timetable for Quality Report 2020/21

**From:** Tania Baxter, Head of Clinical Governance

**Authors:** Tania Baxter, Head of Clinical Governance

---

### 1. Purpose

<i>For approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information/assurance</i>	<i>Other (Please state below)</i>
			✓		

### 2. Summary

#### Quality Report Production Timetable

Providers of NHS healthcare are required to publish a quality account each year. NHS Improvement requires all NHS foundation trusts to produce quality reports as part of their annual reports. The Department of Health and Social Care (DHSC) has not yet published the requirements as to what trusts have to include in their quality reports for 2020/21 at the time of writing. This is very unusual as the 'final' guidance is usually published in February/March each year.

Due to the Covid-19 global pandemic, the requirement for NHS Trusts to include their Quality Reports in their Annual Reports has been removed and it is suggested that this will be a permanent change. This will be confirmed by NHS Improvement when the Accounting Reporting Manual is published for the 2021/22 financial year.

Currently, legislation/guidance dictates that NHS Foundation Trusts must publish their annual Quality Report on the NHS website by 30 June 2021.

To this end, a draft Quality Report will be presented to the Quality Assurance Committee in May 2021, with a final version presented in June 2021, in advance of the current publication date. The final Quality Report will be presented to the Board of Directors for approval of its publication in June 2021.

Stakeholder engagement is required from NHS Sheffield CCG, the Local Authority Health and Scrutiny Committee and Sheffield Healthwatch. It is anticipated that these will receive the version amended following May's Quality Assurance Committee, to provide input (and our response) to be incorporated within the June (final) version.

## Quality Objectives 2021/22

The quality objectives for the year 2020/21 were:

- **Quality objective one:** Getting 'Back to Good' in respect of our overall CQC rating.
- **Quality objective two:** Coming through COVID-19 safely.
- **Quality objective three:** Our transformation priorities – the key projects we must do to improve services for service users, carers and our staff.

Consultation has taken place so far within clinical directorates, the nursing leadership team, the quality team, the patient safety team and the Quality Assurance Committee to consider suggestions for three-year quality objectives that will take us from April 2021 to March 2024. This will enable clear focus and priority is given, maximising the outcomes and enabling higher impact/achievement. The suggested list of objectives for 2021/24 are:

- Reducing Restrictive Practice – this needs to link with our relaunched strategy with clearly defined outcomes/targets
- Using our IT systems to triangulate data to enable lessons to be learned more effectively
- Reducing Isolation caused by Covid – this could include carer isolation, increasing social prescribing, etc
- Suicide and self harm – this links with the national drive to reduce suicide in the community by 10%.
- Medicines Safety – ensuring safe practices are followed every time to minimise harm.
- Falls – reducing falls in residential/community settings
- Promoting Safety Culture – enabling teams to understand their own risks and develop improvement/patient safety programmes for themselves; and supporting services to develop self assessment/quality standards.

### 3. Required Actions

The Council of Governors is asked to:

- consider the suggested list of Quality Objectives and offer feedback;
- discuss and agree the suggested three-year approach;
- consider the possibility of focussing on specific objectives each year, or whether to progress all each year;
- agree to receive the final Quality Report in June (unless later guidance dictates differently).

### 4. Next Steps

The draft annual Quality Report will be presented to the Quality Assurance Committee in May 2021, with a final version presented in June 2021. It will be provided to stakeholders in accordance with legislation and will publish their feedback within it. The Quality Report will be published on the NHS website by 30 June 2021, unless guidance is subsequently issued to the contrary.

## 5. **Contact Details**

For further information, please contact:

Tania Baxter

Head of Clinical Governance

Tel: 0114 2263279

Email: [tania.baxter@shsc.nhs.uk](mailto:tania.baxter@shsc.nhs.uk)