

**Minutes of a Virtual Trust Board meeting held on  
Thursday, 25<sup>th</sup> February 2021 at 9.45 a.m.**

**PRESENT**

Ms E Mullan, Chair  
Mr S Devlin, Chief Executive  
Ms G Donaghy, Non-Executive Director  
Mrs P Leeson, Non-Executive Director  
Mrs H McCartan, Non-Executive Director  
Mr M McDonald, Non-Executive Director  
Mr J Wilkinson, Non-Executive Director  
Mr P Morgan, Director of Children and Young People's Services/Executive  
Director of Social Work  
Dr M O'Kane, Medical Director  
Ms H O'Neill, Director of Finance, Procurement and Estates  
Mrs H Trouton, Executive Director of Nursing, Midwifery & Allied Health  
Professionals

**IN ATTENDANCE**

Mr B Beattie, Acting Director of Older People and Primary Care  
Mrs A Magwood, Director of Performance and Reform  
Mrs M McClements, Director of Acute Services  
Ms J McGall, Assistant Director of Mental Health Services *(for Mr B McNeany)*  
Mrs V Toal, Director of Human Resources and Organisational Development  
Mrs M Williamson, Deputy Director of Human Resources, Workforce and  
Organisational Development *(Items 1-10 only)*  
Ms C Lavery, Head of Equality, Diversity and Inclusion *(Items 1-10 only)*  
Mrs J McKimm, Head of Communications  
Mrs R Rogers, Head of Communications  
Mr E McAnuff, Boardroom Apprentice  
Mrs S Judt, Board Assurance Manager  
Mrs L Gribben, Committee Secretary *(Minutes)*

**APOLOGIES**

Mr B McNeany, Director of Mental Health and Disability Services.

**1. CHAIR'S WELCOME**

The Chair welcomed everyone to the virtual meeting including, Ms Jan McGall, Assistant Director of Mental Health Services deputising for

Mr McNeany and Mr Eoin McAnuff, Boardroom Apprentice 2020. The Chair was also pleased to welcome five members of Trust staff from the Performance and Reform Directorate and stated that she would appreciate their feedback in terms of what they will learn at today's meeting and how they take this learning back to their colleagues.

On behalf of Board members, the Chair recorded sympathy to Mr McDonald following his recent bereavement.

At this point the Chair welcomed public attendees to the meeting.

The Chair reminded members regarding some aspects of virtual meeting etiquette.

## 2. **DECLARATION OF INTERESTS**

The Chair declared an interest in Item 15 Boardroom Apprentice Scheme and stated that she and Mr Eoin McAnuff, Boardroom Apprentice would leave the meeting for discussion on this item later in the meeting.

## 3. **SERVICE IMPROVEMENT/LEARNING FROM STAFF AND SERVICE USER EXPERIENCE**

The Chair welcomed Ms Joy Batoy, Physiotherapist, Dr Ismail Ali and Ms Cathy Lavery, Head of Equality, Diversity and Inclusion to the meeting. Mrs Toal commented that it is important to capture the experience from staff within the BAME (Black Asian and Minority Ethnic) community. She spoke of the launch of the Good Relations Statement across HSC which is a commitment to develop a co-produced action plan to support BAME staff. It is anticipated that those discussions will commence once the pressures of Covid have eased.

A pre-recorded video was played which included Ms Batoy, Dr Ali and Mr Franjo Lamadrid, Staff Nurse in which they spoke of their experience as (BAME) community working within the Trust.

The Chair thanked everyone involved in creating the video and welcomed the positive response from Dr Ali, Mr Lamadrid and Ms Batoy on how their experience has been in joining the Trust and local community. She re-iterated how important international staff are and valued within the Trust and thanked them for their commitment and compassion to patients.

Mrs Toal spoke of the potential establishment of a BAME network and how this would help and support new international staff joining the Trust. Ms Batoy and Dr Ali welcomed this suggestion.

Mrs Leeson stated that commitment and ambition drives excellence and this was evidence by these three members of staff and stated that she pleased that the Trust has great staff that are focused on patients.

Mr McDonald thanked the staff for the highly informative video. He referred to the Good Relations Statement and welcomed the Trust commitment to the promotion of good relations.

In conclusion, the Chief Executive thanked the three members of staff for choosing to work in the Southern Trust.

#### **4. CHAIR'S BUSINESS AND VISITS INCLUDING NON-EXECUTIVE DIRECTORS' BUSINESS AND VISITS**

The Chair drew members' attention to the written report detailing events she had attended virtually since the previous meeting, together with details of some good news stories and innovative work across the Trust. A list of Non-Executive Directors' business and visits conducted virtually was also noted.

#### **5. CHIEF EXECUTIVE'S BUSINESS AND VISITS**

The Chief Executive presented his summary report for information purposes. He spoke of the Bannview Medical Practice and advised that the Health and Social Care Board is working with the Trust to provide the practice with GP support to ensure patients continue to have access to GP led services. Simultaneously, the Health and Social Care Board is working with the Trust and the Department of Health to put in place a longer term solution to ensure that the patients of Bannview Practice continue to have access to the full range of services.

The Chief Executive spoke of the re-build plans following Covid-19 and noted the challenge the Trust is facing with managing the consequence of Covid-19 on the population's mental and physical health. It is expected that there will be an increasing demand for children and young adult's mental health services and more need for chronic disease management, as well as the backlog of unmet need which has built up as a consequence of the pandemic.

## **6. MINUTES OF MEETING HELD ON 28<sup>TH</sup> JANUARY 2021**

The minutes of a meeting held on 28<sup>th</sup> January 2021 were agreed as an accurate record.

**The Board approved the minutes of the meeting held on 28<sup>th</sup> January 2021.**

## **7. MATTERS ARISING FROM PREVIOUS MEETING**

There were no issues raised at the previous meeting.

## **8. STRATEGIC**

### **i) Summary of Capital and Revenue Proposals in excess of £300,000 (ST1041/21)**

Mrs Magwood presented the above named report which provides a summary of proposals with a capital / revenue value greater than £300,000 that have been developed between the period 24<sup>th</sup> September 2020 – 28<sup>th</sup> January 2021. All proposals have been approved via the Strategic Investment Committee internal approval process prior to funding being committed. Each project has a risk management process in place to identify and seek to manage / mitigate any impact on successful delivery of the investments proposed.

Ms Donaghy welcomed the investment in nursing and asked about the probability of the successful recruitment of staff. Mrs Trouton advised that this additional funding is to create nursing posts at a higher banding and was confident that these posts will be filled as it provides nursing staff with career development and increasing their skill mix. She did note the challenge of backfilling the band 5 posts with nurses moving into the higher bands. Mrs Magwood added that there is a requirement to increase the training numbers to enable the backfill of these posts and this is an area that the Department of Health is taking forward.

In responding to a question by Ms Donaghy on the Mental Capacity Act, Ms McGall advised the Trust is recruiting Doctors to assist with panels. Dr O’Kane stated that there is a capacity issues and advised that there is a 22% vacancy rate for Consultant Psychiatrists across the region, which is challenging.

Mr Wilkinson asked for an update on the refurbishment of Skeagh House. Ms O’Neill advised following a surveyor review of the building it

was deemed fit for occupation. Currently the building will be occupied by a GP service and consideration and discussion is required on potential services to occupy the remainder of the building. She added that there is an ongoing regional review of all public service buildings including HSC and some of these may be considered viable options by the HSCB to invest and provide premises for GPs. The Strategic Accommodation Group, (membership of which includes representatives from all Directorates), will make a proposal for SMT consideration on who is best placed to occupy the building. Mr Wilkinson sought assurance about the car parking to which Ms O'Neill stated that the current car parking is sufficient for the current GP service, however going forward with potential additional services added to the building, car parking will need to be reviewed.

**The Board approved the Summary of Capital and Revenue Proposals in excess of £300,000 (ST1041/21)**

## **9. OPERATIONAL PERFORMANCE**

### **i) Finance Report (ST1042/21)**

Ms O'Neill presented the Finance Report for approval and stated the cumulative outturn at month 10 is a deficit of £672k. She assured members the Trust continues to work towards a break-even position for financial year-end. Ms O'Neill reported that the financial position assumes that full funding will be secured for the cost of Covid-19 incurred to date, £47m and noted that £23m relates to PPE. In response to a question asked by Mrs McCartan, Ms O'Neill explained that £6m out of the total £47m expenditure for Covid-19 relates to additional staff. Ms O'Neill continued to guide members through the report and stated that the financial planning focus is now concentrating on 2021/22 with discussions ongoing between the Directors of Finance, DoH and HSCB colleagues.

Mrs McCartan referred to the unplanned expenditure benefit and slippage in Mental Health and Disability Directorate and queried if the patient needs are being met. Ms McGall explained that on an individual basis the patient needs are met and patient care is not affected. She acknowledged the restricted market in relation to complex placements and provided that the Trust continues to seek new providers for these. Ms McGall advised that although spend had increased across Mental Health and Disability, the attraction of new funding in 2020/21, continued the significant underspend.

In response to a question asked by Mr McDonald, Ms O'Neill stated that the impact of COVID19 masked the underlying financial position for 2020/21 and that members will recall that we opened the current financial year with a recurrent deficit of some £14m, that deficit has not gone away and therefore at the very least 2021/22 will commence with that underlying position and will be extremely challenging.

The Chief Executive commented on the budget proposals for 2021/22 and felt the corporate risk of breaking even next year will increase and will need to be at the fore of Trust Board discussions.

Mrs Leeson pointed out that the Children's and Young People Directorate has underspent on the allocated funding and queried the reasoning behind this. Mr Morgan explained that a significant saving was in relation to travel claims which have contributed to savings in other areas of the budget. He felt that 2021/22 will continue to see a decrease in travel claims. Mrs Leeson referred to the under-spend for the maintenance of Children and Ms O'Neill clarified that the figures will fluctuate over a 12 month period however she was confident that the expenditure will even out towards the end of the financial year.

Mr Wilkinson asked if the Finance team can provide a comparison to flexible payroll arrangements against other Regional Trusts. Ms O'Neill confirmed that this was available and will be provided for the next meeting.

***Action: Ms O'Neill***

**The Board approved the Finance Report (ST1042/21)**

## **10. SECTION 75 ANNUAL PROGRESS REPORT 2019/20 (ST1043/21)**

The Chair welcomed Ms Cathy Lavery, Head of Equality, Diversity and Inclusion to the meeting. Mrs Toal reported that an extension was granted to submit the progress report by December 2020 to the Equality Commission. She noted that the purpose of the report is to ensure that the Trust is fulfilling its Section 75 statutory equality and good relations duties, the Trust's Equality Scheme commitments and Disability Action Plan. Mrs Toal commented that Section 75 links to the health and wellbeing and better working lives for staff. 3 priority areas have been identified which are outlined in the presentation.

Ms Lavery stated that within the Equality, Diversity & Inclusion (EDI) Unit it is the aim to help create and support a culture that is inclusive at all

levels, in line with the Trust's Vision, Values and Priorities, ensuring that the Trust is a '*great place to work*' and promote positive attitudes to diversity, both in relation to staff and service users. Ms Lavery paid tribute to Ms Lynda Gordon who retired as the Head of Equality Assurance team after 43 years of service to the Trust.

Ms Lavery presented information within the Trust on gender, community background, requests for interpreters, mandatory training, equality plan and examples against year 2 progress against local actions, along with key highlights. She added that the EDI unit will be focusing on support for underrepresented groups – workforce (disability, race and age) in the next 12 months.

Mr McDonald spoke of the Good Relations Statement he had referred to earlier in the meeting and spoke of the many toolkits and information available. He added that he is content to share this with the EDI Unit to help and provide practical advice. Ms Lavery welcomed this.

Mrs Magwood and Ms Donaghy noted that the report includes only two backgrounds in the community background section and asked about other backgrounds. Mrs Toal explained that the information presented for community background is a statutory requirement in the return to the Equality Commission, however she welcomed this suggestion to include this additional information in future presentations.

Mrs McCartan noted that she was encouraged with the uptake of the Equality, Good Relations and Human Rights training "Making a Difference" mandatory training with 42% of staff trained.

Members discussed the difference in ratio of gender within the Trust and were advised that the Trust was working to address the under-representation of males.

The Chief Executive referred to the Equality in Action Newsletter included in members' papers and welcomed this approach as it reaffirms the Trust commitment to diversity and inclusion and as such ensures equality is central to everything that the Trust does. He suggested that this newsletter should be shared wider across the Trust and suggested that the Communications Team undertake how this can be shared across all platforms.

The Chair thanked Ms Lavery for her informative presentation.

**The Board approved the Section 75 Annual Progress Report 2019/20 (ST1043/21)**

## **11. PATIENT/CLIENT SAFETY AND QUALITY OF CARE**

### **i) COVID-19 update**

The Chief Executive provided an update on the current position of the Covid-19 pandemic. He reported that overall Trusts are starting to see a reduction in the number of Covid-19 related hospital pressures. As previously reported at the last meeting, the Southern Trust rate of Covid positive cases per 100k population has been higher than the average NI rate. The Chief Executive pointed out that from 23<sup>rd</sup> February 2021 the Southern Trust rate per 100k population was now more aligned to the NI figure.

The Chief Executive reported that as of 23<sup>rd</sup> February 2021 the total number of Covid-19 inpatients had dropped to 85 from 276, although this is a good reduction it is important to note that this figure is the highest of any Trust and is still higher than the peak in the first surge.

ICU capacity was discussed. Members were advised that the ICU occupancy level continues to be high and in regards to in-hospital Covid deaths, the Chief Executive explained that the number is reducing.

Mrs Toal updated members on the rollout of the vaccine. She reported that as at 24<sup>th</sup> February the Trust has administered 50,000 doses. Mrs Toal added that all care home and supported living residents and staff have now been administered the vaccine with a small number of residents still to receive their vaccine as they may have been in hospital or they are new admissions. She reported that the vaccine centre at the South Lake Leisure Centre is administering on average 1000 doses a day over 7 days. Mrs Toal spoke of the groups that have been called for the vaccine to the centre and added that the Trust has created pop up clinics for staff to receive their vaccine on the Daisy Hill and South Tyrone sites. She added that the carer group has now closed through the online booking system and the alternative arrangements are now in place.

The Chair thanked the Chief Executive and Mrs Toal for the update and reminded members that the Non-Executive Directors are updated on a weekly basis in relation to Covid data and roll out of the vaccine.

The Chief Executive spoke of the continuing challenges. Mr Wilkinson noted that although the rates are dropping they are still high for the Southern Area and asked how the Trust plans to communicate this out the public not to be complacent. The Chief Executive commented that a

multi-agency meeting was held on 24<sup>th</sup> February 2021 to discuss this and how all agencies can do to reinforce this message for our area. Dr O’Kane added that the meeting discussed the importance of clusters, how this affects the numbers and the pressures on the system. She added that the hospital has still not fully recovered from the Christmas gatherings and the message not be complacent is extremely important. She reinforced the message that although you may have received the vaccine you are still in a position to pass the virus onto others.

Mr Wilkinson asked if the Trust is liaising with the Education Authority to assist children in school settings. Mr Morgan advised the Education Authority has worked closely with the Department of Health who have identified a number of children with disabilities who require support. Guidance has been developed to support these children within a school setting and outside a school setting with work ongoing at a local level. Mr Morgan welcomed the re-opening of special schools as this met a need for a number of families who were struggling.

Mr Morton, Journalist Armagh I referred to staff burnout and he asked if the Trust is allowing staff to carry forward their annual leave entitlement. Mrs Toal explained that the working time regulations have been changed to facilitate staff to carry their annual leave entitlement from this year for up to two years and managers are encouraging staff to ensure they take this leave.

## **ii) SAI Outbreak update**

The Chief Executive provided a paper on the SAI outbreak which occurred at Craigavon Area and Daisy Hill Hospitals between August and October 2020. The report sets out progress to date.

The Chief Executive added that the expected completion date of the SAI will be in April 2021.

## **iii) Corporate Parenting Report for 01.04.2020 – 30.09.2020 (Data 10 Return) (ST1044/21)**

Mr Morgan presented the above named report for retrospective approval. He guided members through the report and provided updated figures from those in the report. This reporting period has been dominated by Covid-19 which has placed significant pressures on carers and placements. It has impacted on the use of respite to support placements. Carers have remained totally committed to the young people in placement and the Trust has provided additional levels of outreach and

intensive support to the most vulnerable placements with some of the most complex and traumatised young people.

Mr Morgan reported as at November 2020 there are 580 (increase of 18 from last reporting period) of Looked After Children in the Southern Trust and this continues to place significant demands on placements available. Furthermore he reported an increased number of Children and Young people on the Child Protection Register at 606, as at November 2020.

In relation to Disability, he reported on the numbers across the Trust which highlighted that the Southern Area has a high proportion of young people with a disability. He reminded members that the Trust has been lobbying for last number of years for a strategy and welcomed the funding received in which a proportion is ear marked for Children with disabilities.

Mr Morgan reported that the use of constraint was used once within all Children's Homes which he felt was a testimony to the young people and staff. Mr Morgan reported that there were no adoption family break downs during the reporting period. In conclusion, Mr Morgan commented that the Trust will begin to see the consequence of the pandemic and how it has impacted young people and predicted there will be a growing demand for Trust services. He added that the Trust will need to review how staff are supported moving forward into the recovery after Covid-19.

Mrs McCartan noted that the use of the zoom platform has provided more families with support and welcomed this approach. She enquired on the role of the Family Support Team to which Mr Morgan explained that the team will receive or pick up issues outside of those Children that the Trust formally looks after. He explained that the team provide direct parenting support, setting up of programmes, 1:1 with young people and working with the community volunteer sector and the education authority. These cases come to the team's attention through the gateway system which are assessed and the Family Intervention Team liaise with school nursing teams, health visitors and the family support hubs.

The Chair commented that if financial support for the community and voluntary sector is not resourced to support families this will have an impact on the Trust. Mr Morgan stated that he co-chairs the Welfare Poverty Group with Mrs Pauline Leeson and funding has been made available from the Department of Communities to the Councils for dissemination to the local food banks. Additional funding has also been made available to the family support hubs which ensures that families in need have the support available in relation to fuel and food poverty.

## **The Board approved the Corporate Parenting for 01.04.2020 – 30.09.2021 (ST1044/21)**

### **iv) Medical Director Report**

Dr O’Kane spoke to this report which focuses on medical appraisal and revalidation which ensures continued high standard delivery of safe, effective care by the medical workforce and supporting them in the Appraisal and Revalidation process. She informed members that the Appraisal and Revalidation of medical staff has been significantly impacted by the COVID-19 pandemic. The Chief Medical Officer stood down appraisals for 2020, however the Trust continued with the implementation of a reduced appraisal approach. Revalidation is due to be reinstated from March 2021; however those doctors requesting to be revalidated during the pandemic were supported through the process. The Appraisal and Revalidation Team will continue to take oversight of this process to ensure that no Doctor is overlooked from the appraisal process. Dr O’Kane added that a discussion has taken place internally to review the Appraisal process. Medical Appraisal is a process of facilitated self- review supported by information provided by the doctor and the Appraisal team on the doctor’s work. The review is considering how to strengthen Appraisal, and for the purposes of Revalidation, how to strengthen professional and clinical governance within the Trust.

Ms Donaghy referred to page 3 of the report on locum doctors and pointed out that longer term locum doctors are encouraged to register through the Trust Bank system and are appraised within Trust structures and felt this should be a requirement. Dr O’Kane explained that the locum agency has Responsible Officer responsibility for each doctor and is responsible for carrying out appraisals. However this is challenging for the Trust to capture that information and the Medical Revalidation and HR Team are in regular contact with the locum agency to ensure the Trust is made aware of any queries in relation to locum doctors. She added that this is why the Trust encourages longer term locums to register through the Trust Bank system so that Appraisal can be carried out internally.

Mr McDonald noted the introduction of the new mobile app for obtaining patient feedback and asked if the app is compulsory. Dr O’Kane stated that a decision was taken that all doctors should complete their surveys in the 3<sup>rd</sup> year of the 5 year cycle for Revalidation to avoid any difficulties and they are encouraged to use the app and feedback to date has been positive. Each doctor has now been set up with a unique URL link, which is sent to the

patient mobile and once completed this provides real time feedback to doctors.

#### **v) Executive Director of Nursing, Midwifery and AHPs Report**

Mrs Trouton presented the above named report the period of July 2020 to January 2021 and guided members through the detail. She reported that out of a 112 final placement students who were allocated to SHSCT in spring 2020 78% of these students commenced as Band 5 within SHSCT in autumn 2020. Additionally out of a 29 final placement students who were allocated to SHSCT in November 2020, 90% students are hoping to commence as Band 5 when registration is completed. This success is a reflection of the positive student experiences at ward / team level as well as the support provided by the Practice Education Team during placement.

Mrs Leeson enquired if feedback is captured from student nurses and if so is this done in a confidential manner. Mrs Trouton explained that the Practice Education Facilitator liaises with the student nurses on a regular basis and feedback is captured through those discussions. Furthermore, following the end of the placement the relevant University captures feedback and is forwarded to the operational teams for improvements. Mrs Toal added that the Raising Concerns policy applies to all students if they wish to raise an issue confidentially.

Mrs Trouton stated that International Recruitment continues to be a focus for the Trust. Although paused for several months during the early stages of the pandemic it recommenced in September 2020. To date, 111 international recruits from Philippines, India and Italy have been recruited, and are working across acute and non-acute wards.

Following a question from Mrs McCartan on the Objective Structured Clinical Examination (OSCE) exams, Mrs Trouton explained that there is limited capacity on the Clinical Education Centre (CEC) OSCE preparation programme, however the CEC are increasing to 18 recruits per programme. A neighbouring HSC Trust has invested in the International Recruitment Team resource and delivers the OSCE programme 'in house' and this is an option that the Trust may take forward.

In relation to accommodation, Ms Donaghy asked how international staff are supported to source their own accommodation after staying in Trust accommodation for a minimum of eight weeks. Mrs Trouton assured members that international staff are well supported in the time coming up

to the end of this period to ensure appropriate accommodation is available for them.

The Chair asked if the Careers Fair was going to be re-established. In responding Mrs Toal advised that it was hoped post-Covid that careers fairs would be possible again, but that in the meantime work with local colleges and universities was progressing online.

## **12. BOARD COMMITTEES**

### **i) Audit Committee**

#### **- Committee Chair Reports from 15<sup>th</sup> October 2020 and 4<sup>th</sup> February 2021**

Mrs McCartan presented her Committee Chair Reports and the minutes of meetings held on 26<sup>th</sup> June and 15<sup>th</sup> October 2020.

#### **- Committee Work Programme 2021(ST1045/21)**

Mrs McCartan presented the Committee Work Programme 2021 for approval.

**The Board Approved the Committee Work Programme 2021 (ST1045/21)**

#### **- Revised Terms of Reference (ST1046/21)**

Mrs McCartan presented the Committee's revised Terms of Reference for approval.

**The Board Approved the Revised Terms of Reference (ST1046/21)**

### **ii) Governance Committee**

#### **- Committee Chair Reports from 26<sup>th</sup> November 2020 and 11<sup>th</sup> February 2021**

Ms Mullan presented the Committee Chair Reports and minutes of meeting held 10<sup>th</sup> September 2020 and 26<sup>th</sup> November 2020

#### **- Committee Work Programme 2021 (ST1047/21)**

Ms Mullan presented the Committee Work Programme 2021 for approval.

**The Board Approved the Committee Work Programme 2021 (ST1047/21)**

- **Revised Terms of Reference (ST1048/21)**

Ms Mullan presented the Committee's revised Terms of Reference for approval.

**The Board Approved the Revised Terms of Reference (ST1048/21)**

**iii) Performance Committee**

- **Committee Chair Report from 3<sup>rd</sup> December 2020**

Mrs Leeson presented the Committee Chair Report of the 3<sup>rd</sup> December 2020 and the minutes of the meeting held on 3<sup>rd</sup> September 2020.

**iv) Patient and Client Experience Committee**

- **Committee Chair Report from 10<sup>th</sup> December 2020**

Mr Wilkinson presented the Committee Chair Report of the 10<sup>th</sup> December 2020 and the minutes of the meeting held on 17<sup>th</sup> September 2020.

- **Committee Work Programme 2021 (ST1049/21)**

Mr Wilkinson presented the Committee Work Programme 2021 for approval.

**The Board Approved the Committee Work Programme 2021 (ST1049/21)**

**v) Endowments and Gifts Committee**

- **Committee Chair Report from 25<sup>th</sup> January 2021**

Ms Donaghy presented the Committee Chair Report of the 25<sup>th</sup> January 2021 and the minutes of the meeting held on 5<sup>th</sup> October 2020

- **Revised Terms of Reference (ST1050/21)**

Ms Donaghy presented the Committee's revised Terms of Reference for approval.

**The Board Approved the Revised Terms of Reference (ST1050/21)**

**13. PROPOSED AMENDMENT TO STANDING ORDERS (ST1051/21)**

The Chair presented for approval a proposed amendment to Trust Standing Orders (3.17) to reflect that the Committee minutes will now be brought to the public Board meeting for *information* as opposed to approval.

**The Board approved the proposed amendment to Standing Orders (ST1051/21)**

**14. APPLICATION OF TRUST SEAL (ST1052/21)**

Ms O'Neill sought approval for the Application of the Trust Seal to contract documentation as outlined in members' papers.

**The Board approved the Application of the Trust Seal (ST1052/21)**

*The Chair and Mr McAnuff left the meeting at this point*

**15. 2021 BOARDROOM APPRENTICE SCHEME (ST1053/21)**

Mrs Leeson referred to the letter included in members' papers from the Chief Executives' Forum regarding the Trust participating as a host board in the Boardroom Apprentice scheme 2021.

After discussion it was agreed that the Trust would participate in the 2021 scheme. Mrs Toal spoke of the benefit of the Boardroom Apprentice having a board buddy from both Non Executive and Executive members. Nominations will be sought amongst Non-Executive Directors and Senior Management Team.

**Action: Chair / Chief Executive**

**The Board Approved participation as a host board in the Boardroom Apprentice Scheme (ST1053/21)**

*The Chair and Mr McAnuff returned to the meeting at this point*

**16. ANY OTHER BUSINESS**

The Chair asked the Executive Directors of Medicine, Social Work, Nursing and Finance if there were any other issues relating to their professional roles they wished to bring to the Board's attention. There were none noted.

The Chair recorded thanks to everyone for their attendance and participation in the virtual meeting and to all those who had facilitated the meeting in any way. She advised the next meeting would take place on Thursday, 25<sup>th</sup> March at 9.30 a.m.

***The meeting concluded at 1.00pm***

**SIGNED: \_\_\_\_\_ DATED: \_\_\_\_\_**