

**ROYAL UNITED HOSPITALS BATH NHS FOUNDATION TRUST
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD IN PRIVATE ON WEDNESDAY, 25 MARCH 2020
PGMC DINING ROOM, RUH, BATH**

Present:

Voting Directors

Jeremy Boss, Non-Executive Director *(via Zoom)*
Rebecca Carlton, Chief Operating Officer
Joanna Hole, Non-Executive Director *(via Zoom)*
Sumita Hutchison, Non-Executive Director *(via Zoom)*
Bernie Marden, Medical Director *(via Zoom)*
Claire Radley, Director for People *(via Zoom)*
Alison Ryan, Chair *(Chair) (via Zoom)*
James Scott, Chief Executive
Nigel Stevens, Non-Executive Director *(via Zoom)*
Libby Walters, Director of Finance and Deputy Chief Executive

Non-Voting Directors

Jocelyn Foster, Director of Strategy
Brian Johnson, Director of Estates and Facilities

In attendance

Adewale Kadiri, Head of Corporate Governance
Roxy Milbourne, Deputy Head of Corporate Governance *(minute taker)*

Apologies

Lisa Cheek, Director of Nursing & Midwifery
Anna Mealings, Non-Executive Director

BD/20/03/01 Chair's Welcome and Apologies

The Chair welcomed everyone to the meeting.

BD/20/03/02 Declarations of Interest

Each Director present confirmed that they had no direct or indirect interest in any way in the proposed matters to be considered at the meeting.

BD/20/03/03 Minutes of the Board of Directors meeting held in private on 26 February 2020

The minutes of the meeting held 26th February 2020 were approved as a true and correct record of the meeting.

BD/20/03/04 Action List and Matters Arising

The action list updates were all listed as closed and were approved by the Board of Directors.

BD/20/03/05 COVID-19 Update – Principles of Governance in a Crisis

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The following items were discussed together:

BD/20/03/06 Finance Report
BD/20/03/07 Changes to the in-year Financial Forecast 2019/20
BD/20/03/08 2020/21 Financial Plan and Capital Plan

The Deputy Chief Executive confirmed that she had developed some slides which would be circulated to the Board after the meeting.

She highlighted that:

- At quarter 3 the Trust had reforecast its position to the delivery of a £1.272 million operating surplus, a deterioration of £6.5 million.
- It was acknowledged that this variance from plan would also result in the loss of the last 2 quarters of Provider Sustainability Funding totalling £3.782 million. £2.0370 million of PSF would be achieved taking the total re-forecast to a £3.3 million surplus.

- A number of risks were being managed within the reforecast position, of which some had been mitigated. However, further costs had been incurred in the process of managing the safe delivery of services and responding to increased demand.
- The Trust was therefore not going to achieve the reforecast position and would see a further £3.2 million deterioration, reducing the total surplus for the year, including PSF, to £128,000.

The Deputy Chief Executive further made the point that the Trust would receive £1m funding from NHSI to enable the achievement of a surplus, but this would need to be repaid. It would be necessary, going forward, to gain a better understanding of the Trust's financial risk environment, particularly around pay and the management of emergency activity. The terms of the contracts with commissioners had not been advantageous to the Trust, especially in relation to emergency work, but there was an argument that there should have been more clarity at an earlier stage around the cost implications of nurse recruitment, for example.

The Deputy Chief Executive highlighted that during 2020/21 she would like to undertake a piece of work focusing on transformational change. It would be delayed due to the Covid-19 pandemic but could be implemented later in the year.

Jeremy Boss, Non-Executive Director confirmed that the Deputy Chief Executive had briefed him on the Trust's financial position and whilst it was extremely disappointing that the forecasted position had been missed twice, it would be difficult to see the implications of this moving forward.

The Deputy Chief Executive stated that moving into next year, the operational planning round had been suspended and there would not be a PbR contract between April and July. In addition, there would be no contract sanctions and all capital costs related to Covid-19 would be reimbursed. She added that the capital plan had changed immensely over the past month and would need to be reviewed. In addition, the Trust would not be making any new investments in business cases unless they were related to the Covid-19 pandemic.

The Board of Directors noted the update.

BD/20/03/09 2020/21 Board Assurance Framework

The Chair agreed that this paper would be circulated and discussed via email.

The meeting was closed by the Chair at 11:40

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