

Board of Directors – Planner for 2020/21

Schedule of planned and adapted Board activities taking place during the pandemic, operating virtually via MS Teams

Agenda
Item
8.1

Month & Board Meeting Date	Private Board Priority Focus or Topics	Public Board Priority Focus or Topics	Service User, Carer or Staff Story	Board Level Service Visits	Board Development or Training Sessions on Board Days (or Connect Days)	External Engagement / Board on the Road / (Other Events)
30 July 2020	Serious Incidents, Learning from Deaths COVID-19; Lynfield Mount Re-development update; Revision of strategic plan begun.	COVID-19, Learning Culture & Care Trust Way; Escalation & Assurance Reporting; Corporate governance survey; Well Led update	Aspiring Cultures Network focus on BAME staff members	Virtual Service Visits during July, observed by Governors	-Care Trust Approach to Learning Breakfast Session on 30 July	Board on the Road: Virtual Roundtable Discussion with leaders of Bradford Council on health inequalities on 30 July
August 2020	No Board Meeting	No Board Meeting	No Board Meeting	Virtual Service Visits during August, observed by Governors	N/A	N/A
24 September 2020	Serious Incidents, Learning from Deaths COVID-19	COVID-19 Response & Resilience; Well-Led update, Escalation & Assurance Reporting; Learning from staff data; Winter planning during COVID-19; Leading on the local CAHMs pathway; Risk Management Strategy; WDES & WRES update	Staff Stories of contracting Covid & wellbeing, linked to Human Resources	Virtual Service Visits during September, observed by Governors	-(Training on Corporate Manslaughter and Health & Safety on 30 September) -(MIH Solutions Board Well-Led individual Check & Challenge Sessions throughout the month)	Board on the Road: Bradford Care Alliance (BCA) virtual discussion in relation to the Community Collaborative with the Trust on 24 September. (BCA & Trust virtual focus group with Governors on 29 September on the Community Collaborative)
29 October 2020	Serious Incidents Learning from Deaths COVID-19; System working, inc. ICS service transformation & place-based Act as One; Lynfield Mount Re-development update	No Public Board	No Public Board meeting	<i>Visits on Hold: Review of Board Virtual Service Visit format.</i> Executive visits continued.	-System Governance with the Good Governance Institute on 29 October -(MIH Solutions Board Well-Led individual Check & Challenge Sessions throughout the month) -(Reverse mentoring between Board and staff with long-term conditions & disabilities on 28 September).	<i>Board Away Day plans adapted due to COVID-19 to specific virtual sessions listed in this document.</i> -(Board support of the Rainbow Alliance Launch on 1 October) -(NED Speaker at the Aspiring Cultures Network meeting for BAME staff on 19 October)
26 November 2020	Serious Incidents Learning from Deaths COVID-19; CQC preparations report	Escalation & Assurance Reporting; Winter planning during COVID-19 & Brexit; Well-Led update; Research Report: Staff Survey update; Go See visits Framework; strategy deployment update.	Service User involvement with the Trust's Rapid Improvement Week for risk assessments	<i>Go See virtual & in-person visit proposed to Board.</i>	-MIH Solutions Well-Led & compliance review session on 2 November -Reminder of Legislation & Director duties with Aqua on 26 November -NHS Digital Boards development programme begins on 30 November	-(Board time-out & reflection session on 30 November). -(NED Speaker at the Aspiring Cultures Network meeting for BAME staff on 19 November)

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17 December 2020	Serious Incidents Learning from Deaths COVID-19 Bradford Care Alliance draft agreement review; CQC preparations report; Lynfield Mount Re-development update – to be confirmed	No Public Board	No Public Board meeting	-If approved, Go See visit approach implemented. -Outdoor Lynfield Mount estates visit on 3 December.	-Well-Led Review Session with Aqua on 17 December -Risk Management with Audit Yorkshire on 17 December	-(Chair and Chief Executive to speak at the Aspiring Cultures Network meeting for BAME staff on 8 December) -(NED monthly meeting Guest Speaker, Beatrice Fraenkel, Chair of Merseycare, on 15 December)
28 January 2021	Serious Incidents; Learning from Deaths COVID-19	Escalation & Assurance Reporting; Winter planning during COVID-19; Leading on the local CAHMs pathway.	Palliative Care Volunteers story	-If approved, Go See visits, observed by Governors	Freedom to Speak Up Board Review Exercise - To be confirmed -(NHS Digital Boards development programme continues into early 2021)	
25 February 2021		No Public Board	No Public Board meeting	-If approved, Go See visits, observed by Governors	Training on Cyber Security - To be confirmed Care Trust Way Bitesize Training - To be confirmed	Bradford Care Alliance (BCA) attendance in relation to the Community Collaborative, including Business Planning Session

Activities to be adapted or confirmed due to Covid-19 restrictions:

- Roundtable discussion with the University of Bradford on a future workforce & the Health and Social Care Economic Partnership Board, originally planned for November 2020.