

CONFIRMED MINUTES OF THE OPEN MEETING OF THE WELSH AMBULANCE SERVICES NHS TRUST BOARD, HELD on THURSDAY 25 JUNE 2020
Meeting Conducted via Zoom

PRESENT:

Martin Woodford	Chair of the Board
Jason Killens	Chief Executive
Lee Brooks	Director of Operations
Keith Cox	Board Secretary
Emrys Davies	Non Executive Director
Professor Kevin Davies	Non Executive Director
Bethan Evans	Non Executive Director
Pam Hall	Non Executive Director
Andy Haywood	Director of Digital Services
Estelle Hitchon	Director of Partnerships and Engagement
Paul Hollard	Non Executive Director
Nathan Holman	Trade Union Partner
Dr Brendan Lloyd	Medical Director
Rachel Marsh	Director of Planning and Performance
Chantal Patel	University Representative
Claire Roche	Executive Director of Quality and Nursing
Joga Singh	Non Executive Director
Andy Swinburn	Associate Director of Paramedicine
Chris Turley	Director of Finance and Corporate Resources
Martin Turner	Non Executive Director
Claire Vaughan	Director of Workforce & OD

IN ATTENDANCE

Mike Armstrong	Assistant Board Secretary
Julie Boalch	Corporate Governance Manager
Stephen Harray	Chief Ambulance Services Commissioner
Leanne Hawker	Head of Patient Experience and Community Involvement
Isobel Jones	Partners in Healthcare Engagement Coordinator
Lois Hough	Head of External Communications
Mandy Jenkins	Partners in Healthcare Coordinator
Fflur Jones	Audit Wales
Steve Owen	Corporate Governance Officer
David Poland	Audit Wales
Jeff Prescott	Corporate Support Officer
Chella Rows	WAST
Anthony Veale	Audit Wales
Rachel Watling	Head of Internal Communications
Andy Woodhead	Presented the patient story

APOLOGIES

Damon Turner

Trade Union Partner

OBSERVERS/MEMBERS OF THE PUBLIC

45 viewed on Facebook

61/20 WELCOME AND APOLOGIES FOR ABSENCE

Welcome and apologies

The Chair welcomed all to the meeting and advised that it was an open session of the Board; it was being conducted through the medium of Zoom and broadcasted on Facebook. Specific welcomes were for Andy Woodhead who was presenting the patient story, Stephen HARRY Chief Ambulance Services Commissioner, and Anthony Veale from Audit Wales. He further advised that it was a meeting in public, not a public meeting, however members of the public had been invited to submit questions in advance and these appeared later on the agenda.

Apologies

Apologies were recorded in respect of Damon Turner, Trade Union Partner

Declarations of interest

The standing declarations of interest were formally recorded in respect of:

Professor Kevin Davies, Independent Trustee of St John Cymru, Emrys Davies, retired member of Unite, Nathan Holman, Councillor of Llannon Community Council and Chantal Patel as a Member of Swansea Bay University and Chair of Swansea Bay University Health Board Clinical Ethics Committee.

RESOLVED: That the standing declarations and apologies as described above were formally recorded.

6220 CHAIR INTRODUCTION AND UPDATE

The Chair gave an update on the latest developments with regards to meetings with partners and stakeholders he had attended.

There had been an indication at these meetings that the health service was starting to see a return to a wider arena of business.

He drew attention to the items on today's agenda and gave a brief explanation in respect of each one. Highlights included the CEO update, patient story and questions from the public with a particular interest around volunteering. Towards the end of the agenda there was a paper relating the pay agreement regarding the Urgent Care Service; thanks were extended to the Trade Union partners for their collaboration in settling this dispute.

RESOLVED: That the update was noted.

63/20 CHIEF EXECUTIVE UPDATE

The Chief Executive in providing his update stated that the last few months had been focused primarily on Covid-19 with standard business being on hold to a certain extent.

The Board's attention was drawn to the following areas:

1. Acknowledged it was Armed Forces week and placed on record his thanks for their support and assistance during the last few months
2. Infection Prevention Control (IPC) and the challenges this brought. The Trust had been required to respond rapidly, develop and adapt to the issues of decontaminating vehicles, facilities and equipment beyond its normal capacity. The Board noted there would be further investment in IPC going forward
3. Safeguarding – Vulnerability and the impact of the pandemic was a live issue for the Trust. There were risks to children and domestic abuse remained a concern; staff had been reminded to be aware of this and look out for any potential signs of domestic abuse
4. Business continuity and recovery planning – As part of the Command, Control and Communications structure several cells had been established. The most active cell at present was the Business Continuity and Recovery cell which was working on how Trust staff would return to work in the future. This was expected to be a phased return with a mixture of office and home based working. Every Trust premises would be subject to a risk assessment to ensure they were Covid secure
5. Recruitment - The Trust continued its effort to increase recruitment despite the pandemic and remained on course to recruit additional staff which in turn, would increase capacity across the organisation. The Board acknowledged the work undertaken by all the teams involved with recruitment
6. New Entrant Training - This was now taking place digitally with virtual delivery of the majority of the training programmes. The education team were to be praised for their adaptability and agility in providing this new style of learning during the pandemic. The Board noted that feedback from candidates had been very positive
7. Wellbeing - Work continued to be undertaken in supporting staff and recognising their needs by further exploring the options available in terms of welfare support. The Trust had now appointed a full-time pastor, Mike Shephard, as well as a clinical psychologist to support staff
8. Cardiff Make Ready Depot - Work was scheduled to begin on this imminently and planning remained on course
9. iPads – the provision of these to all staff had commenced and the roll out should conclude by August 2020

10. Black Lives Matter - The Trust encouraged discussion amongst staff in this area; and the Board should recognise the Trust's commitment to mobilising its resources and its focus towards delivering year one objectives from the Strategic Equality Objectives.

Comments:

1. Was the Trust able to maintain IPC Commitments when military support was withdrawn? Jason Killens advised the Board that proposals were being developed to sustain IPC commitments once military support was withdrawn which would require investment
2. Mental Health support, how would this continue following the closure of the mental health clinical support desk? Claire Roche explained that following the closure, a full review would be conducted to consider the lessons learnt and how these could be built upon and taken forward. Stephen Harray commented that there was engagement and full support from EASC who would continue to work with colleagues across all sectors
3. Claire Vaughan informed the Board that the first cohort of digitally trained EMT's were due to complete their training very soon. She was confident that the virtual training had not been disadvantageous to their learning. Furthermore, the Trust was actively working on the well-being strategy aiming for an early draft of the scope and intent to be presented at the July People and Culture Committee meeting

RESOLVED: That the update was noted.

64/20 PATIENT STORY

Andy Woodhead introduced himself to the Board and gave an overview of his background. He briefed the Board on the several projects he was working on which included dementia friendly courses and revision of the Nursing degree in Wales, the latter by introducing more people centred issues. He was also involved with the Alzheimer Society and worked with them as much as he could.

Andrew was diagnosed with Lewy Body dementia seven years ago. He has since being diagnosed with vascular dementia. At the time this diagnosis was devastating and he had to take each day at time, having to give up work immediately. Dependence on other people had become a huge factor, which included a loss of privacy. For each person the journey was different as there were many types of dementia. The major struggle for Andy was the loss of confidence and also the battle with depression.

He spoke to the Board about his carers experiences during the Covid-19 pandemic. Life during the lockdown had proved difficult for his Husband/Carer and son. Due to an underlying health condition, Andy had to shield for the entirety of lockdown which had in turn, affected his mood.

Andy noted that his diagnosis didn't just affect him personally, but had also had a profound impact upon those around him. Another issue was sleep disturbance which had become much worse during lockdown. The transition from husband to carer changed the dynamics of the household for Andy's husband and altered their relationship with him now being relied

upon to provide support. However, with support from the Alzheimer's society, they have managed to adapt.

Andy noted from statistics provided by the Alzheimer's society that almost 80% of people suffering with dementia had reported feeling lonely during the pandemic and over 25% felt that the lockdown had made their condition worse. This also placed a heavier burden upon those providing care to dementia sufferers. Long periods of isolation and loss of routine were particularly damaging.

Comments:

1. Have you used any healthcare during the lockdown and how did you find it? He had been due to attend hospital for a couple of issues but refused to attend out of fear of catching Covid-19.
2. Could the Trust have done anything to improve your situation? If there had been a requirement to be taken to hospital, having worked with the Trust previously, he would have been confident that the Trust would have been very helpful and supportive.
3. In terms of returning to normal and getting back out into the community, what would help with your confidence? Some people with dementia would find it very difficult to return to normal. Dementia affects people from all walks of life and from many different backgrounds. From Andy's perspective, it would be a case of taking small steps towards building confidence and a gradual introduction into the community.
4. How has your husband coped and what should the Trust consider for its staff who were also carers going forward? He has coped well and not found it as stressful as feared. However, the understanding dementia course he attended has gone a long way towards enabling this. By understanding the disease through research would be beneficial for carers allowing them to understand more
5. Claire Roche added that carers must have an emergency care plan in place should they (carer) become ill emphasising that this message would be reinforced. Andy Woodhead stressed the importance of having an emergency plan in place for carers and reiterated how important their role was

Members thanked Andy for his compelling and powerful insight into how he was dealing with dementia and also from the Carer's perspective. He was also thanked for all the work he continued to do not only for the Trust but in other aspects of the health service

Andy thanked the Board for giving him the opportunity to tell his story adding that he was willing to field any other questions by e mail.

RESOLVED: That Andy's story was received and noted

65/20 TRUST BOARD ANNUAL ACCOUNTS PROCESS

Annual Accounts 2019/20

Chris Turley presented to the Board the final accounts for 2019/20, noting that there had been revised deadlines in light of the pandemic. These now needed to be submitted to WG

by 30 June 2020, a month later than normal. He added that they had been prepared to comply with International Financial Reporting Standards (IFRS) adopted by the European Union, in accordance with HM Treasury's FReM by the Welsh Ambulance Services NHS Trust under schedule 9 section 178 Para 3 (1) of the National Health Service (Wales) Act 2006 (c.42) in the form in which the Welsh Ministers, with the approval of the Treasury, directed.

The Board recognised that the Accounts had been presented to the Audit Committee on 18 June 2020 and there had been no change to the accounts since then.

He drew attention to the following areas:

1. There had been a retained surplus for the year of £45k; effectively a break even position. Income was just under £212m, an increase of £24m from the previous year; details of the increase included a general uplift of 2% for pay (£4m) and the increase in 111 funding (£2m)
2. A notional value had been added to all NHS Wales accounts for the increase in employer's pension contributions by 6.3% from 1 April 2019. This had been fully funded by Welsh Government
3. The impact of COVID-19, an extra note had been added to the accounts to identify the revenue and capital costs. Additional income from Welsh Government to fund this for year 2019/20 was not required. The Trust was able to make adjustments in other areas to offset the costs.
4. The capital expenditure was delivered in line with the Welsh Government capital expenditure limit
5. Tangible fixed assets, the Net Book Value at the end of the financial year was carried forward balance of £88m
6. Debtors – this had increased by £2m which mainly related to the Welsh risk pool provisions

The final approved and audited annual accounts were due to be submitted to Welsh Government by 30 June 2020 in line with the agreed timetable. A note of thanks was afforded to all those involved in the production of the accounts; especially Jill Gill.

Comments:

Members noted that the issue raised at the Audit Committee meeting regarding Assets Under Construction had been resolved

Accountability Report 2019/20

Keith Cox provided an overview of the report explaining that it was in the same format as in the previous three years and was a Welsh Government requirement.

The report comprised of three parts: a Corporate Governance Report (which included the Annual Governance Statement that historically was produced as a standalone document), a

Remuneration and Staff Report and a Parliamentary Accountability and Audit report. An explanation was given both on the content and the importance of each report. It should be noted that details of any Covid-19 issues which had impacted on governance procedures, were included within the report

The final approved accountability report was due to be submitted to Welsh Government by 30 June 2020 in line with the agreed timetable.

The key document in the report was the Annual Governance Statement which detailed the Trust's governance arrangements and how they had been complied with. Any comments received by Audit Wales and Welsh Government had been accepted and amended as required.

A note of thanks was recorded for Mike Armstrong in the coordination of the document.

Comments:

1. Anthony Veale confirmed that the various document had been prepared in accordance with the relevant guidance and was consistent with Audit Wales' knowledge of the Trust
2. The Board noted there had been a couple of minor amendments requested following the Audit Committee that had since been rectified

RESOLVED: That the Trust's Annual Accounts and Accountability Report for 2019/20 were approved and that, following this, the documents were signed in accordance with Welsh Government requirements, on this occasion digitally, and formally submitted to Welsh Government.

66/20 AUDIT WALES – AUDIT OF FINANCIAL STATEMENTS REPORT 2019-20

Anthony Veale, in presenting the report commented that the overriding conclusion was that Audit Wales would be issuing an unqualified audit opinion on the financial statements.

He made reference to when the draft accounts had been presented to the Audit Committee last week noting that there were a number of audit areas outstanding; these had now been completed.

One issue highlighted in the report was in relation to clinicians' pension tax liability, consequent upon a Ministerial direction issued in December 2019. The impact on the Trust was likely to be minimal, nevertheless, a contingency liability narrative note had been entered in the accounts – this has had no impact on the Audit Wales opinion.

He asked for a note of thanks to be recorded for Chris Turley and his team in the preparation of the accounts under the current challenging circumstances.

RESOLVED: That the report was noted.

67/20 QUESTIONS FROM MEMBERS OF THE PUBLIC

Estelle Hitchon advised the Board there had been a number of queries about the Trust's use of volunteers which included; how have the CFR's been employed during the

pandemic, how have they been managed, what was the position on the volunteer strategy and how would CFR's be optimised going forward?

These were addressed by the Director of Operations Lee Brooks:

1. Firstly the decisions regarding CFR's had not been made lightly and the Trust understands the frustration.
2. Anyone who met the criteria in the vulnerable category, e.g. over 70 years of age was immediately stood down. He added that certain measures would be lifted once WG advice was received
3. Due to the exposure to Aerosol Generated Procedures, it was considered a risk to send CFR's to red incidents, specific guidance had been provided to staff.
4. CFR activity did not cease in entirety, there were other opportunities for CFR's during the pandemic; consolidated training to assist in the NEPTS, and the ability to be a second operative on RRVs especially in the assistance of donning and doffing of PPE.
5. It was noted that CFR's in North Wales established a 24/7 falls response unit which had been quite active
6. The R rate was reducing and the Trust was considering implementing more regular CFR arrangements within the next few weeks
7. In terms of the volunteer strategy, currently the plan was to discuss this with CFR's; there was a live Q and A session taking place next Thursday to explore whether their expertise could be utilised to enable and develop the strategy.
8. It was expected that virtual training would be rolled out to volunteers going forward

Other questions raised through Facebook

1. Online training - was all training going to be online going forward? Claire Vaughan commented that digital training had opened up more opportunities. It was unlikely that a full online delivery of all the training provided by the Trust would be implemented going forward; there would be elements of certain courses where this would not be practical and face to face is required.
2. EMT recruiting – when was this happening? Claire Vaughan confirmed that the Trust's recruitment and training plan indicated it would be advertising for EMTs in the latter part of the year, for an anticipated January 2021 start to training. There was an ongoing and regular need for Urgent Care Assistants across Wales, and particularly in the Aneurin Bevan area as a result of developments with the Grange Hospital. Further information can be provided should anyone interested wish to contact the Trust directly or by observing NHS jobs online at www.jobs.nhs
3. Why have managers not been more visible? Lee Brooks explained that ordinarily, managers would have been more noticeable on the front-line; however due to the current restrictions it had not been possible to be greatly visible due to the risk of

contracting or spreading the virus. He added that efforts to be made visible in a different way, i.e. the use of digital platforms had been successful

Estelle Hitchon thanked the members of public for posing the questions; any further comments should be logged on Facebook going forward.

The Chair commented that the Non Executive Directors were also frustrated as their appointments and engagements had also been restricted to virtual ones, nevertheless the sensible decision was to work virtually.

RESOLVED: That the questions were received and acknowledged.

68/20 INTEGRATED MEDIUM TERM PLAN (IMTP) - QUARTER ONE REVIEW

Rachel Marsh updated the Trust Board on the priority areas of the Integrated Medium Term Plan (IMTP) and the ongoing process for reviewing IMTP deliverables and the approach to prioritising deliverables as the Trust continued to respond flexibly to the Covid-19 pandemic and plan for recovery.

The Board had previously received an update at its meeting in May on the progress against the IMTP deliverables and associated work programmes that had been identified as priorities during the Covid-19 response phase. This highlighted that the level of resource required to support core services during the response phase meant that programmes of work to deliver the IMTP had to be scaled down temporarily.

However, whilst the Trust had not yet reinstated a formal, separate delivery mechanism previously overseen by the Strategic Transformation Board, it had maintained a line of sight through the Executive Management Team and Business Continuity and Recovery Cell.

Since the last Trust Board meeting the position remained largely the same, with the following key points to note:

1. The Recruitment and Training work stream within the EMS Demand and Capacity implementation programme remained on track.
2. The work to develop and implement the transport solution for the Grange University Hospital was progressing at pace, and joint working with Aneurin Bevan University Health Board had brought the Trust close to the final clinical model which would consider the transport implications
3. 111 implementation - the position was as reported in May, although the aim was to work towards full implementation fully into Cwm Taf Morgannwg by the end of September 2020.
4. The Integrated Clinical Hub deliverable remains red, as the resources required to progress the findings of the CCC clinical review were focussed on maintaining capacity during the ongoing response to COVID-19.
5. The ePCR business case, Estates SOP and Fleet SOP have all continued to progress internally but delivery will depend partly on the final position on the availability of capital funding in Wales.

6. Additional priorities as a result of the pandemic has required more work to be undertaken; The Executive Management Team were considering the priorities in more detail which will also include setting out an agreed set of principles to assist in making the choices in developing and implementing the priorities. This information would be included in the next report
7. The Quarter two plan required submission by 3 July 2020; the Board noted that a one item Board meeting was scheduled for 2 July to consider and approve the plan

Comments:

1. Jason Killens added that the Q2 plan intended to build on Q1 plan and take the Trust into the winter period. It will primarily focus on the service lines in 111, EMS and NEPTS and also focus on the Trust's wider role as the only national clinical service provider in Wales. In regard to the priority actions, the Trust was still very much focused on response. Whilst the Trust does have emerging capacity as it came out of the acute response phase to the pandemic, it was not back to business as usual just yet.
2. Stephen Harray commented that the Trust had responded very well to the first wave of the pandemic. It would be disappointing to lose some of the initiatives that had been established very quickly during the pandemic. Jason Killens added that the Trust would continue to respond to the pandemic and ensure that it was resilient and ready should there be a second wave
3. Health Boards – when would they be switching their activity back on? Rachel Marsh advised that WG had carried out some modelling to see what could be restarted. The Trust had a good relationship with all of the Health Boards which would enable the Trust to ascertain the implications going forward
4. Will the reduction of discretionary capital as a result of Covid-19 have a negative impact on the IMTP and 2nd Quarter activities? Jason Killens explained there was a potential for this to happen, however it was not clear at this stage if there would be any adjustment to the discretionary capital allocation for this year. Should there be an adjustment that would inevitably have an impact on the Trust's capital discretionary programme and those schemes within that would be prioritised accordingly
5. How quick would the Trust be able to respond to the increasing demands of Health Boards? Rachel Marsh explained that as part of the Q2 planning the Trust was working on a range of scenarios to develop a degree of flexibility going forward.

RESOLVED: That

- (1) the interim review of progress made on the priority IMTP deliverables in Q1, in light of the COVID-19 pandemic response was noted; and**
- (2) the two overarching risks to delivery, pending a full evaluation of such risks as part of our recovery planning process were noted.**

69/20 MONTHLY INTEGRATED PERFORMANCE REPORT

Rachel Marsh presented the report as read and drew the Board's attention to the following points:

1. Further work was being undertaken to align the actions being taken from the IMTP that would drive improvements in a particular indicator
2. The report will continue to be reviewed to ensure it was fit for purpose and would be reshaped going forward

Comments:

1. Hear and Treat, would there be an upturn in performance once the Trust returned to a more conventional arrangement? Rachel Marsh mentioned it was a key part of the demand and capacity review; the feasibility of improving the Hear and Treat rate was articulated in the review and identified there was a potential to reach 10.2%. There was still further work to be carried out in this area to reach that. Lee Brooks added that the Clinical Contact Centre clinical review, due to be conducted in the near future, would highlight the potential for opening up access to remote pathways. Dr Brendan Lloyd commented that Hear and Treat pathways would change considerably reflecting a different future
2. Jason Killens alerted the Board to emergency ambulance production as a result of: overtime incentives, support from defence and a reduction in underlying absence led to an improved Unit Hours Production (UHP) of the emergency ambulance fleet. This had been delivered at a time when there was considerably lower core activity and a near eradication of handover delays. . As the surge capacity starts to lessen, UHP would reduce and as activity returned to normal, response performance would decline. Stephen Harray commented that a decrease in some of the performance was understandable but it was critical to get the balance right in a managed and measured way in terms of the ability to deliver with the resources available. He added that the issue of handover delays was being taken very seriously across the whole health system

RESOLVED: That the performance outlined in the May Monthly Integrated Quality and Performance Report was noted and discussed.

70/20 FINANCE REPORT MONTH TWO

Chris Turley presented the report as read and drew the Board to the following key highlights:

1. It was a balanced position – with the caveat in terms of costs as a result of the pandemic, hopefully funding allocations to support the extra costs would be made available by WG
2. The Trust was meeting more collectively, in particular the Executive Finance Group, focussing on the residual savings requirement

Comments:

Martin Turner, Chair of the Finance and Performance Committee, commented that the Board should note there was a savings target within this financial year. Also, whilst the

Trust was in a balanced position, a lot of overspend was being offset by a lot of underspend. This will be considered in more depth going forward. The funding framework in this financial year will, more than likely, be affected by Covid-19. Chris Turley advised that the issue in respect of the majority of overspends and underspends had been addressed. He noted the comments and these would be addressed at the next Finance and Performance Committee meeting.

The Board noted that the volatile position on capital funding required discussion in the closed session with a report being made to the public in due course

RESOLVED: That

- (1) the Month 2 revenue and capital financial position and performance of the Trust as at 31st May 2020 was noted; and**
- (2) the Month 2 Welsh Government monitoring return submissions included with Appendix 1 (as required by WG) was noted.**

71/20 RISK MANAGEMENT REPORT

Claire Roche explained that the method of reporting risks to the Board and Committees was changing to a more dynamic one with reports being illustrated on a real time basis.

The Trust had now fully adopted the DATIX Electronic Risk Management Module and all risks were recorded in one central electronic repository.

The Assistant Director Leadership Team would have a key role in that they would now be monitoring and reviewing risks on a monthly basis; with subsequent reporting to the Executive Management Team on a frequent basis.

Comments:

The Chair of the Audit Committee, Pam Hall, commented that they had welcomed the move to live reporting; noting that each of the risks were assigned to the relevant committee.

RESOLVED: That the proposed transition to the Audit Committee receiving a Risk Management Report as opposed to a Quarterly Corporate Risk Register Report, supported by a real time electronic Risk Register was received and noted.

72/20 PATIENT SAFETY HIGHLIGHT REPORT

Claire Roche explained the purpose of the report was to provide assurance to the Board on patient safety related topics, focussing on monitoring and learning.

This report was specifically focussed on the period January 2020 – March 2020, highlights from it included:

1. The Trust had seen an increase of 22% in terms of lost hours relating to handover delays when compared to the same period last year
2. High level themes and trends from the portfolio of Serious Adverse Incidents, Claire gave examples of the learning from these incidents

3. Tier one target Putting Things Right (PTR) performance; there had been a reduction in this performance and there was now a focus to improve in this area. Of particular note was the reduction on performance of the two day acknowledgement of concerns during March. The Board should note that during April and May there had been a significant improvement
4. The PTR team was also focussing on ensuring that investigations were concluded within the 30 day target

Comment:

Emrys Davies, Chair of the Quest Committee explained there had been issues in obtaining responses to investigations; this had been as a result of the pandemic with PTR staff being deployed on other activities

RESOLVED: That the report was noted.

72/20 CONSENT ITEMS

1. The Minutes of the Trust Board meeting of 28 May 2020 were confirmed as a correct record.
2. The Board considered the Action Log and noted that the explanations were up to date.
3. The Board noted and ratified the decisions taken in the Chair's Action meeting on 5 June 2020 as described: Urgent Care Service – The costs associated with the business case for Welsh Government (Settlement Terms) which were in the region of £480,000, recognising that this was within the provision that had already been made within the 2019/20 Annual Accounts, was approved.

Update from Committees

People and Culture – Further to the written briefing provided an update was given by Paul Hollard which included:

- 1) Response on planning for Covid-19
- 2) A note of thanks had been recorded to all the teams across the Trust during the pandemic
- 3) Next meeting was on July 14 2020, this would include a discussion on issues surrounding the assurance ratings on some of the Internal Audit reviews which will be referred back to the Audit Committee

Audit Committee - Pam Hall drew the Board's attention to the following:

- 1) Annual Accounts
- 2) Revised internal Audit plan was considered and approved

- 3) Outstanding recommendations on the Audit Tracker, the Committee had considered these in further detail
- 4) Counter Fraud – Annual Report and Annual Plan were approved

Minutes of Committees

1. Audit Committee 5 March 2020
2. People and Culture Committee meeting 10 March 2020
3. Charitable Funds Committee 2 June 2020

RESOLVED: That

- (1) The Minutes of the Board meeting of 28 May 2020 were confirmed as a correct record;**
- (2) The Chair's action as described was noted and ratified; and**
- (3) the Committee updates were noted and the Minutes of the above Committee meetings were endorsed.**

73/20 ANY OTHER BUSINESS

Jason Killens drew the Board's attention to the following:

1. This year, Pride month would be supported virtually, and colleagues were encouraged to attend
2. The Board formally noted the sad passing of former CFR, Brain Foley recognising his outstanding contribution to the Trust for many years.

RESOLVED: That the AOB was noted.

Date of next meeting: 30 July 2020