



Key Messages – Board Meeting held on 11th January 2022

Chairperson's Note

Tony Osmanski, Chair, outlined that the meeting had been reduced to one hour and the agenda streamlined due to the system pressures and demand on resources at the current time. This is in alignment with the guidance from NHSE/I re: *reducing the burden of reporting and releasing the capacity to manage the Covid-19 pandemic*. Therefore these key messages will be brief.

Report from the CEO

Ian Hutchison, CEO, talked through the CEO report which covered System update, ECCH current position, Redeployment, ICS Planning and System Partners and Healthcare Compulsory Vaccinations. In terms of our response, ECCH undertook planning activity before Christmas and notified staff of the redeployment plan which would need to come into effect to manage surge activity; the peak of infections is likely to be mid-January and will be significant but is expected to be relatively short lived. The report also highlights the critical areas where we are building resilience so that we are prepared; the redeployment activity commenced on 4th January and ECCH is in a good position. Staff members understand the need to implement the redeployment plan and are being supported by Occupational Health where required.

Ian Hutchison provided a brief update on ICS Planning and outlined some recent appointments which have been made; Tracey Bleakley, CEO Designate, Integrated Care Board, is now in post and Ed Garrett has taken on the interim role of AO for the CCG. Stephen Collman is the newly appointed CEO of Norfolk Community Health and Care. It is also worth noting that Anna Hills, JPUH CEO, has commented very positively on how the ECCH and JPUH teams are working together.

Shareholder Report

The Board received the Shareholder report for the reporting period 30th October 2021 to 11th January 2022, showing the details of shareholders leavers and new applications received. A revised format has been introduced and shareholders are now recorded on ESR and the report is provided directly using the information held on ESR. Shareholding is currently at 76.5% with 37 new shareholder applications received.

Operational Update

Adele Madin, Executive Director of Operations, provided the Operational update which outlines the staff redeployment response in detail. During the early stages of the pandemic in March 2020 it had also been necessary to redeploy staff to manage demand and capacity and lessons have been learnt from the processes and staff feedback has been considered. This plan provides further clarity on roles and staff have been given a choice where possible so that they can continue to use their skill sets as well as being trained to support other areas within their expertise.

Report from the Integrated Governance Committee

Anna McCreadie, Non-Executive Director and IGC Chair, presented the Integrated Governance Committee highlight report and talked through the key points to note. Formal complaints remain low and the FFT result for ECCH is very good

Report from the Audit Committee

Ian Hacon, Non-Executive Director and Audit Committee Chair provided an update following the November Audit Committee and highlighted the key outcomes. The Committee approved the internal Annual Audit Report for 20/21 and accepted the proposed Annual Audit Plan for 2021/22.



Risk Review

Paul Benton, Executive Director of Quality, presented the Key Risks and Mitigations Report to the Board. This predominantly identifies the key risks ECCH is facing due to the Omicron variant. Staffing levels are the biggest risk at the moment, particularly during this current wave. Staff absences are unpredictable and fluctuate day by day.

CQC Preparation

Paul Benton informed the Board that the CQC will be undertaking an inspection in February and in preparation on-going meetings are taking place with ECCH and the CQC relation manager. It had been announced just before Christmas that all routine inspections will be suspended and the inspections are taking place virtually. Paul Benton confirmed that the CQC have not asked to meet with all members of the Board at this point. The areas of focus are the three domains: Safe, Effective and Well-Led.

Rachel Theobald

Executive Assistant to Chief Executive Officer | Chair | Executive Director of Operations

East Coast Community Healthcare CIC

Hamilton House | Battery Green Road | Lowestoft | Suffolk NR32 1DE

☎ 01502 445287 | Mobile: 07899 060882 | ✉ Rachel.Theobald@ecchcic.nhs.uk | website: www.ecch.org

WE LISTEN, WE LEARN, WE LEAD, WORK TOGETHER, ACHIEVE TOGETHER, MY ACCOUNTABILITY, MY RESPONSIBILITY, RESPECT OUR RESOURCES:
PEOPLE, TIME AND MONEY