

Meeting Title	Board of Directors		
Date	20 January 2021	Agenda item	Bo.1.21.25

Emergency Decisions for Ratification

Presented by	Laura Parsons, Associate Director of Corporate Governance/Board Secretary	
Author	Laura Parsons, Associate Director of Corporate Governance/Board Secretary	
Lead Director	Dr Maxwell Mclean, Chairman	
Purpose of the paper	This paper provides details of emergency decisions for ratification by the Board	
Key control	N/A	
Action required	For ratification	
Previously discussed at/ informed by	N/A	
Previously approved at:	Committee/Group	Date
	N/A	
Key Options, Issues and Risks		
In line with the Standing Orders for the Board of Directors, decisions reserved to the Board may in an emergency be exercised by the Chief Executive and the Chairman after having consulted at least two Non-Executive Directors. The exercise of such powers by the Chief Executive and the Chairman must be reported in the next formal meeting of the Board in public session, for ratification.		
Analysis		
Since the last Board meeting, two emergency decisions have been approved, both relating to the COVID vaccination programme. Both decisions were approved by the Chairman, Chief Executive, and two Non Executive Directors (Selina Ullah and Julie Lawreniuk).		
The first decision was made on 11 December 2020. This related to approval of the arrangements for the COVID Hospital Vaccination Centre (HVC) at BRI, which went live on 14 December. Assurance was provided that there was a clinical and operational structure in place to manage the HVC and all of the Standard Operating Procedures and guidance had been fully discussed and agreed as part of COVID command and control structures, including CRG Gold and Executive Gold.		
Assurance was also provided that the “Go / No Go” checklist provided by NHSE/I had been completed and all of the relevant criteria had been met. The Trust’s Director of Pharmacy had completed the pharmacy go-live checklist and submitted this for regional endorsement, as required by the letter of 4 December from the NHS Chief Pharmacist.		
The second decision was made on 8 January 2021. This related to approval of the arrangements for two Hospital Vaccination Hubs to commence from 11 January, at Airedale General and Lynfield Mount Hospitals. Assurance was provided from the Board of both Airedale NHS Foundation Trust and Bradford District Care NHS Foundation Trust that appropriate governance arrangements were in place. The hubs required approval from the Board of BTHFT as the lead provider for the Bradford and Craven place.		
Recommendation		
The Board of Directors is asked to:		
a) Ratify the emergency decisions outlined above.		

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Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for patients				g		
To deliver our financial plan and key performance targets			g			
To be in the top 20% of NHS employers					g	
To be a continually learning organisation				g		
To collaborate effectively with local and regional partners					g	
The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors Agreed General risk appetite (G)	N/A					

Risk Implications	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments		▪
Quality implications		▪
Resource implications		▪
Legal/regulatory implications		▪
Diversity and Inclusion implications		▪

Regulation, Legislation and Compliance relevance
NHS Improvement: <i>Risk assessment framework, quality governance framework, code of governance , annual reporting manual</i>
Care Quality Commission Domain: <i>well led</i>
Care Quality Commission Fundamental Standard: <i>good governance</i>
Other (please state):

Relevance to other Board of Director's Committee:	
Regulation and Assurance Committee	Other (please state)