

Meeting Title	Board of Directors		
Date	13.9.18	Agenda item	Bo.9.18.30

Partnerships Committee Annual Report 2017/18

Presented by	Professor Bill McCarthy, Chair of the Partnerships Committee		
Author	Edward Cornick, Head of Policy		
Lead Director	John Holden, Director of Strategy and Integration		
Purpose of the paper	To present the annual report from the Committee to the Board of Directors.		
Key control	The Partnerships Committee assures the strategic objectives to: - Collaborate effectively with local and regional partners		
Action required	To receive		
Previously discussed at/ informed by	Partnerships Committee		
Previously approved at:	Committee/Group	Date	
	Partnerships Committee	26 July 2018	
Background			
The purpose of the Committee is to provide detailed scrutiny of the Foundation Trust’s arrangements for partnerships and collaborative working in order to provide assurance and, if necessary, raise concerns or make recommendations to the Board of Directors. The 2017/2018 annual report of the Partnership Committee outlines the work it has undertaken for the year and details how it has fulfilled the duties required by the Board.			
Recommendation			
The Board of Directors is requested to note the work of the Partnerships Committee in 2017/18			

Partnership Committee Annual Report to the Board of Directors for 2017-2018

1. Introduction

Good practice states that the Board of Directors (the Board) should review the performance of its Committees annually to determine if they have been effective, and whether further development work is required.

This annual report summarises the activities of the Partnership Committee (the Committee) for the financial year 2017- 2018 setting out how it has met its Terms of Reference and key priorities.

For the purposes of this report, the period reported on ranges from 1 April 2017 to 31 March 2018.

2. Responsibilities

The purpose of the Committee is to provide detailed scrutiny of the Foundation Trust's arrangements for partnerships and collaborative working in order to provide assurance and, if necessary, raise concerns or make recommendations to the Board of Directors.

The Committee maintained strategic oversight of all partnerships and collaborative working arrangements, providing assurance on appropriateness, due diligence and alignment with the Foundation Trust's strategy.

The Committee was responsible for oversight of working arrangements with other bodies in the field of research and for maintaining assurance of joint ventures.

The Committee would oversee, where appropriate, the communications strategy in place to inform patients and the public of how we are working across organisational boundaries to improve the care we provide.

The Committee received and reviewed the strategic objectives allocated to it by the Board of Directors identifying any areas where additional assurance is required.

The Committee received and reviewed those Board Assurance Framework risks allocated to it by the Board, monitored progress made in mitigating those risks, identified any areas where additional assurance is required and escalated assurance to the Board as agreed by the Committee.

3. Membership and attendance record

Attendance at Meetings of the Partnerships Committee 2017/18

MEMBERS	29.9.17	1.12.17	26.1.18	30.3.18	TOTAL
Bill McCarthy (Chair)		✓	✓	✓	3 of 3
Clive Kay		X	✓	✓	2 of 3
John Holden		✓	✓	✓	3 of 3
Bryan Gill		✓	X	X	1 of 3
Matthew Horner		✓	✓	✓	3 of 3
Amjad Pervez		✓	X	✓	2 of 3
Laura Stroud		✓	✓	✓	3 of 3
Trudy Feaster-Gee			✓	✓	2 of 2
James Walker					0 of 0

✓ = Attended	X = Apologies sent
	Denotes period when not a member of the Committee
	Meeting cancelled

Committee meetings are also attended by the Trust Secretary

During 2017/18, the Committee met three times, having only been established in autumn 2017.

Committee meetings are also attended by the Trust Secretary.

4. Reporting requirements

Each month the Committee received and reviewed reports or updates on the following standard items;

- The Trust's programme of collaboration and strategic relationship with Airedale Foundation Trust (AFT)
- The Trusts programme of collaboration and strategic relationships at "vertical" level within Bradford District and Craven "place"
- The Trusts programme of collaboration and strategic relationships at "Horizontal" level within the West Yorkshire region (including the West Yorkshire association of Acute Trusts and the West Yorkshire and Harrogate health and Care Partnership STP)

After each meeting, the Committee reports to the next Board meeting by way of a summary report of key points discussed. Once the meeting minutes have been agreed by the Committee, a copy is submitted to the subsequent Board meeting.

Minutes included a description of the business conducted, risks identified and key actions agreed. Issues that have been escalated for discussion at the Board in this period include:

- Collaboration with AFT and potential new governance arrangements between the two trusts.

5. Review of the Terms of Reference of the Committee

The Performance Committee shall review its terms of reference annually and recommendations for any changes will be submitted to the Board of Directors for approval.

6. Cycle of Business

The Committee keeps under review its own working arrangements and is mindful of the need to ensure that its remit fits appropriately with the other Committees of the Board of Directors.

7. Conclusion

The Committee believes it has taken all reasonable steps to perform its duties as delegated by the Board and mandated in the Terms of Reference and in accordance with good governance arrangements.

Bill McCarthy, Chair
July 2018