

Meeting Title	Board of Directors		
Date	7.11.19	Agenda item	Bo.11.19.33

Board Committee Annual Reports 2018/19

Presented by	Tanya Claridge, Director of Governance and Corporate Affairs and Board Committee Chairs		
Author	Tanya Claridge, Director of Governance and Corporate Affairs		
Lead Director	Chairman		
Purpose of the paper	This paper provides a summary of the work of the Board Committees during 2018/19		
Key control	The Board Committees are a key element in the assessment of the effectiveness of assurance associated with the Board Assurance Committee		
Action required	For approval		
Previously discussed at/ informed by			
Previously approved at:	Committee/Group	Date	
	All relevant Board Committees	September/October 2019	

Key Options, Issues and Risks

The Board of Directors (the Board) reviews the performance of its Committees annually to determine if they have been effective, and whether further development work is required. One of the key elements to this review is the annual report provided by its Committees.

The period reported on is from 1 April 2018 to 31 March 2019.

The Board Committees' terms of reference were revised and approved in January 2019, and the annual reports are reflective of the change.

There are implications of the change in terms of reference of the annual reporting cycle of all Committees, as the Audit and Assurance (in support of its review of the assurance associated with the Annual Governance Statement) requires an annual statement on behalf of the Committee in January of each year in relation to a suite of key questions. This statement will be included in future Annual Reports.

Analysis

The Committees believe that they have taken all reasonable steps to perform their duties as delegated by the Board and mandated in their Terms of Reference and in accordance with good governance arrangements.

Recommendation

The Board of Directors should approve the Annual Reports of its Committees and make a recommendation for a process of self assessment during late 2019/20.

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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)						

Benchmarking implications (see section 4 for details)	Yes	No	N/A
Is there Model Hospital data relevant to the content of this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there any other national benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the Trust an outlier (positive or negative) for any benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Risk Implications (see section 5 for details)	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal/regulatory implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Diversity and Inclusion implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Performance Implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Regulation, Legislation and Compliance relevance
NHS Improvement: (please tick those that are relevant)
<input checked="" type="checkbox"/> Risk Assessment Framework <input checked="" type="checkbox"/> Quality Governance Framework
<input checked="" type="checkbox"/> Code of Governance <input checked="" type="checkbox"/> Annual Reporting Manual
Care Quality Commission Domain: Well Led
Care Quality Commission Fundamental Standard: Good Governance
NHS Improvement Effective Use of Resources: Corporate Services, Procurement, Estates & Facilities
Other (please state):

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Relevance to other Board of Director's Committee: (please select all that apply)					
Workforce	Quality	Finance & Performance	Partnerships	Major Projects	Audit and Assurance Committee
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>