

REPORT TO THE TRUST BOARD – MAY 2014

Paper Title:	Board Memorandum: Board Governance Assurance Framework
Sponsoring Director:	Peter Jenkinson Director of Corporate Affairs
Author:	Peter Jenkinson Director of Corporate Affairs
Purpose: <i>The purpose of bringing the report to the board</i>	To present the Board Governance Assurance Framework self-assessment for approval.
Action required by the board: <i>What is required of the board – e.g. to note, to approve...?</i>	For review and approval
Document previously considered by: <i>Name of the committee which has previously considered this paper / proposals</i>	BGAF memorandum previously considered by Trust Board in the Board Development Session on 20 th May 2014.

BOARD GOVERNANCE MEMORANDUM

The Trust originally undertook a self-assessment against the Board Governance Assurance Framework (BGAF) as part of the FT preparation process with NHS London and subsequently the NHS TDA. This was presented to the Trust Board in November 2012, and followed by an independent review undertaken by Deloitte (reported in December 2012).

An action plan was developed as a result of the independent assessment by Deloitte, which has been monitored on a monthly basis by the FT Programme Board, to ensure that all actions have been implemented.

An updated self-assessment against the BGAF has been undertaken and was presented to the Trust Board as part of the Board Development Session on 20th May, for review. The version of the BGAF now presented to the Board has been revised in line with the comments received.

The BGAF forms part of the Board Governance Memorandum (BGM), where Boards self-assess their current capacity and capability, supported by appropriate evidence.

The BGM is designed to provide assurance in relation to various leading indicators of effective Board governance. These indicators are:

1. **Board composition and commitment** (e.g. balance of skills, knowledge and experience);
2. **Board evaluation, development and learning** (e.g. the Board has a development programme in place);
3. **Board insight and foresight** (e.g. performance reporting);
4. **Board engagement and involvement** (e.g. communicating priorities and expectations);

Summary

Of the 15 key areas, the Trust self-assessment has identified no areas of red or amber-red flags. Four areas have been identified as amber-green with further action required, which are in relation to:

- Board position and size
- Balance and calibre of Board members
- Effective Board-level evaluation
- Board member appraisals and personal development

A table is attached as an appendix which provides an overview of the changes to the BGAF scoring from November 2012 to now.

Recommendation:

The Trust has completed the self-assessment, and the Board Governance Memorandum is attached for approval by the Board.

Key risks identified:

Each assessment highlights gaps identified in the respective area and therefore risks to the Trust achieving its strategic objective of achieving authorisation as a foundation trust by April 2014.

Related Corporate Objective:

Reference to corporate objective that this paper refers to.

Related CQC Standard:

Reference to CQC standard that this paper refers to.

Equality Impact Assessment (EIA): Has an EIA been carried out? Yes

If yes, please provide a summary of the key findings

No impact

If no, please explain you reasons for not undertaking and EIA.