

Date : 30 March 2011

Agenda Item No : 8.5

Title : Proposed changes to the Trust Board Terms of Reference and Papers

Author : Chief Executive

Responsible Director : Chief Executive

Purpose :

Action Required : For agreement

Executive Summary :

In order to appropriately separate out operational performance management and reporting from the governance function it is proposed that the Executive Management Group, currently meeting twice each month, moves to a monthly Executive Management Board. This meeting will be chaired by the Chief Executive and all matters relating to the Trust's operational performance, including such matters as patient safety and quality, HR and workforce will be discussed and presented at this meeting.

It is also proposed that the Operational Report currently received by the Trust Board will become the Executive Management Board Report, incorporating all key performance indicators and variances across the main areas of the Trust. This change will be supported by a review of the quality and content of the papers that the Trust Board currently receives regarding operational performance. It is proposed that these performance papers will be revised during April for sign-off in May. This proposed development should ensure that the Board is receiving the appropriate level of information to inform decision making. In addition it should enable the Board to appropriately challenge the executive team to receive assurances that the actions being proposed/taken will deliver the required outcomes.

In addition, and as discussed at previous meetings, the strategic scorecard will be replaced. This will be substituted by the Chief Executive's report that will incorporate key strategic highlights in the month, as well as up-dates on any national and local policy developments.

Relevant CQC Standard/NHS Constitution Pledge :

Link to Strategy/Plans :

Impact Assessment : No specific impact

➤ **Quality** :

➤ **Financial/Business** : No specific impact

➤ **Equality/Diversity** : No specific impact

➤ **Risk** :

➤ **Legal/Statutory** : No specific impact

➤ **Sustainability** : No specific impact

Previous Consultation/Decision/Discussion : Trust Board