

Board of Directors (in Public)

Item 10.1

Subject: Review of Board Assurance Framework – Quarter 1
Date of Meeting: 25th July 2017
Prepared by: Lucy Lavan, Director of Corporate Affairs
Presented by: Lucy Lavan, Director of Corporate Affairs

BAF Ref	Impact on BAF
All	Board to Review

1. Executive Summary

The purpose of the paper is to ask the Board to undertake its formal quarterly review of the Board Assurance Framework, to confirm its completeness in relation to principal risks to delivery of the Trust's strategic and operational plans, and regulatory compliance; and to review and update the controls and assurances, identifying and gaps and reviewing risk ratings as necessary.

During this Quarter, new controls and assurances include:

- Strategy for reduction of incidents involving medicines – work is ongoing to evaluate the effectiveness of the medicines action plan - Risk 1.1
- MIAA review of community administration –limited assurance – Risk 1.1
- Divisional Service Line Strategies – presented to Board of Directors , June 2017 – Risk 2.1;
- Completion of mock CQC inspection process in May 2017 – Risk 3.2;
- New People Strategy – termed 'Team LHCH';
- Implementation of system for booking and monitoring medical staff leave – Risk 4.1
- Genetics testing capacity in place to support ICC service – Risk2.1;
- Completion of Board evaluation of revised financial plan to achieve the agreed control total for 17/18 (includes risk around adoption of HRG4+ by Welsh Commissioners) – Risk 3.1;
- Board consideration of implications of 5YFV next steps via report received at April Board meeting and facilitated discussion at June Development Day – Risk 5.1;
- Robotics campaign launched with good progress to date – Risks 5.1 and 5.2.

New risks and gaps in controls and assurances highlighted this period include:

- The limitation of current systems of administration supporting the community service, pending implementation of EMIS and the need for an effective action plan in response to the MIAA report;
- Completion of the ongoing patient flow work;
- Implementation of a programme of work on reliability as a driver for transformational change;

- iv) The need to ensure consistent response to secure health messaging and for secure health messaging alerts to be actively monitored within Divisions with oversight from Operational Board;
- v) Completion of Well Led action plan including the development of an accountability framework for Divisions;
- vi) Managing operational pressures (including across wider health system) to mitigate the risk of breaching RTT and diagnostic pathway targets
- vii) Develop and implement electronic declaration system to support new national requirements for managing conflicts of interest;
- viii) Feedback from GMC following survey of training experience of junior medical staff is awaited;
- ix) Development and implementation of plans around consolidation of corporate services
- x) The need to demonstrate that the organisational learning governance process is effective and that the impact of organisational learning can be evidenced (including in relation to mortality reviews;
- xi) A shortfall in informatics team capacity and the commissioning of an external review of structure and capacity;
- xii) The need to maximise income from fundraising activity to support the robotics strategy, ahead of the Board's re-evaluation of the business case and associated financial risk.

2. Proposed Updates to 2017/18 BAF

The 2017/18 Board Assurance Framework was approved by the Board in April 2017. All proposed changes noted above are highlighted as tracked changes on the Board Assurance Framework for ease of reference. (Appendix 1).

There are no proposed changes to the risk scores assigned to principal risks.

3. BAF Review

The Board is asked to conduct its formal quarterly review and update as necessary in respect of :

- i) The completeness of principal risks in relation to delivering strategic objectives
- ii) The systems of controls, assurances and gaps in controls / assurances, including actions to address these
- iii) The risk rating applied to each principal risk
- iv) Progress of actions to address identified gaps in controls and assurances

In order to inform this review, each Executive Lead will update the Board on any exceptions and / or changes to the BAF in respect of their areas of accountability.

4. Recommendation

The Board of Directors is asked to approve the changes made to the BAF and update to reflect any further changes to risks, controls and assurances that are identified as a result of its Quarter 1 review.