

Board of Directors (Public)

Item 4.2

Board Report

Subject: Our People Strategy

Date of meeting:

8th July 2015

Prepared by:

Presented by:

Data Quality Rating	BAF Ref	Impact on BAF Risk Rating?

1. Executive Summary

Purpose of the paper / what is the Board being asked to do?

Very brief overview of significant issue / recommendation in context of BAF – ie impact on delivery strategic objective or regulatory compliance

2. Background

Brief reference to any earlier work, published guidance and context of the report

3. Issues

Insert a paragraph on each key issue and how it relates to delivery strategic objective or regulatory compliance – highlight any risks and / or extent to which assurance has been provided to close gaps in controls and assurances

4. Conclusion

What is the conclusion of the data / information presented? i.e. Impact on delivery strategic objective or regulatory compliance.

5. Recommendations

What action is to be taken?

What is the Board being asked to do?

How will the information / assurance presented impact on the BAF – note any recommendations for updating the BAF re gaps in controls / assurances (or closure) or BAF risk rating

**Note: Do not use names or identify individual patients or employees. Do not include information that is commercially sensitive.
Your paper will be in the public domain unless there is a clear reason for the Board to consider the item in private.**