

Public Board of Directors

SUMMARY REPORT

Meeting Date: 22 November 2023

Agenda Item: 24

Report Title:	Governance Report	
Author(s):	Deborah Lawrenson, Director of Corporate Governance	
Accountable Director:	Deborah Lawrenson, Director of Corporate Governance	
Other Meetings presented to or previously agreed at:	Committee/Group:	Audit and Risk Committee
	Date:	27 June and 17 October 2023 (Audit and Risk Committee)
Key Points recommendations to or previously agreed at:	<p>Declaration of Interests and FPPT declarations have been updated following arrival of the new Chief Executive and changes to the declarations for the Chair and the latest position for the registers for staff below board level confirmed. As part of governance reporting the Audit Committee received:</p> <p>A mid-year update on attendance at Board, assurance committees and Council of Governors; confirmation of progress made with internal and external audit actions; a new tracker reflecting cross referrals between the assurance committees; received a first draft of a gap analysis against the new Code of Governance for comment; approved the plan for the Annual Report and Accounts and approved the Risk Management Framework for submission to the Board (see separate agenda item).</p>	

Summary of key points in report

Key areas covered in this report are outlined below:

Annual Report and Accounts 2023/24

The plan for development of the Annual Report and Accounts was received at Audit and Risk Committee in October. The first draft of the annual report is expected to be received there in January 2024 and the launch meeting has been held with authors and Executive leads to begin the drafting process.

Work has started on the Value for Money element of the annual reports process working with External Audit.

New Code of Governance Gap Analysis

Attached at **appendix 1** (available on IBABs and Google drive for board members) is an update on the requirements for declarations against the Code of Governance. A gap analysis against this has been produced and was received at the Audit and Risk Committee in October – it will continue to be refined and updated as we move through the development of the annual report 2023/24 and has also been shared in its

first draft form with the Chair and Chief Executive.

Declarations of Interest, gifts and hospitality for staff below Board level

The process to call in declarations for the current financial year has begun. The list of those required to make declarations is being reviewed with support from the People Directorate and Executive colleagues. In communication with the organisation staff are being reminded of the responsibility of leaders and managers to provide updated declarations of interest (including private practice), gifts, hospitality and sponsorship. Onward reporting on the declarations is expected to be received at Audit and Risk Committee in May 2024.

At the time of writing, out of the declarations for 2022/23 two declarations remain outstanding, one from an individual who has been on sick leave in Estates and another from a doctor who is currently out of the country and who will ensure this is completed on his return. The Executive leads are aware and engaged in encouraging final completion of these.

Appendices

Appendix 1 –Code of Governance (2022) reporting requirements

Recommendation for the Audit and Risk Committee to consider:

Consider for Action		Approval	✓	Assurance	✓	Information	✓
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The Board of Directors is asked to note updates provided.

Please identify which strategic priorities will be impacted by this report:

Recover Services and Improve Efficiency	Yes	✓	No	
Continuous Quality Improvement	Yes	✓	No	
Transformation – Changing things that will make a difference	Yes	✓	No	
Partnerships – working together to make a bigger impact	Yes	✓	No	

Is this report relevant to compliance with any key standards? State specific standard

Care Quality Commission	Yes	✓	No	Health and Social Care Act 2022 Code of Governance 2022
Data Security Protection Toolkit	Yes		No	

Have these areas been considered ? YES/NO

If Yes, what are the implications or the impact?
If no, please explain why

Service User and Carer Safety, Engagement and Experience	Yes		No	✓	Not required for this purpose
Financial (revenue & capital)	Yes		No	✓	
OD/Workforce	Yes		No	✓	
Equality, Diversity & Inclusion	Yes		No	✓	
Legal	Yes		No	✓	
Environmental sustainability	Yes		No	✓	