

## GOVERNANCE ANNUAL REPORT 2006-07

### SUMMARY

#### 1. Introduction

- 1.1 The purpose of this report is to update the Governance Committee and the Board regarding the activities undertaken in 2006-2007 to demonstrate that the Trust manages governance in an effective manner and to seek approval of plans for 2007/08. It does not cover areas of financial governance. This is dealt with via regular board reports and to Monitor, the independent regulator for Foundation Trusts.
- 1.2 The report is broken down into a number of distinct areas designed to cover the full range of both the corporate and clinical governance agenda. These areas are the governance framework (including clinical and corporate governance), risk management (including health & safety) and governance support unit (including clinical audit). Where sections overlap, this is indicated in the report. Appendices offer further information on each section.

#### 2. Key achievements in 2006/07

- 2.1 The following are a list of key achievements in the past year.
- Ongoing development of the assurance framework allowing for another full statement on internal control to be signed
  - Further development of a Trustwide system to monitor and collate evidence against all core healthcare standards allowing internal audit of each standard with positive sign off
  - Further development of the Trust risk register covering all areas of the Trust
  - Directorate governance groups operating in all areas
  - Continuing increase in the number of staff who attend detailed risk management training
  - Implementation of the health & safety action plan
  - Successful outcome from the Health & Safety Executive inspection
  - Compliance with National Patient Safety Agency alert notices
  - Uploading all patient safety incidents to the NPSA National Learning and Reporting System

- More robust and proactive dissemination of risk management information including development of quarterly review template
- Embedding random note review into directorate audit work-streams
- Work on priority national clinical audits to ensure that the Trust takes part in all nationally agreed clinical audits
- Development of National Institute for Health and Clinical Excellence guidance tracking system
- Continued development of integrated care pathways with specific regard to the Single Assessment Process (SAP)
- Further development of user involvement monitoring systems

### **3. Development plans for 2007/08**

- 3.1 Two action plans have been developed to further governance in the Trust in 2007/08. These are the health & safety action plan for 2007-08, which has already been approved by the health & safety committee and the clinical & cost effectiveness plan for 2007-08.

### **4. Recommendation**

- 4.1 The Governance Committee is asked to receive this report, note the progress made to date and approve the health & safety action plan and the clinical & cost effectiveness plan for 2007-08.