



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



|  |   |                                     |                          |
|--|---|-------------------------------------|--------------------------|
| <b>Meeting Date</b>  | <b>19 May 2022</b>  | <b>Agenda Item</b>                  | <b>5.2</b>               |
| <b>Report Title</b>  | Board Effectiveness Assessment Action Plan  |                                     |                          |
| <b>Report Authors</b>  | Len Cozens, Head of Compliance  |                                     |                          |
| <b>Report Sponsor</b>  | Hazel Lloyd, Acting Director of Corporate Governance  |                                     |                          |
| <b>Presented by</b>  | Len Cozens, Head of Compliance  |                                     |                          |
| <b>Freedom of Information</b>                                      | Open  |                                     |                          |
| <b>Purpose of the Report</b>                                       | The purpose of this report is to provide an update on progress against the Board Effectiveness Assessment Action Plan   |                                     |                          |
| <b>Key Issues</b>  | <ul style="list-style-type: none"> <li>The board is required to undertake a self-assessment of its effectiveness in terms of governance and internal controls.</li> <li>The findings of the 2020/21 self-assessment were presented to the July 2021 meeting of the board. A proposed action plan was also presented to this meeting, which was agreed.</li> <li>A report on progress against that action plan was received by the Committee in March 2022. This report provides a further update.</li> <li>Currently there are five areas where it has not been possible to complete actions within the originally agreed deadlines. Leads have provided revised deadlines/milestones for these actions as part of their progress updates.</li> <li>The next review of board effectiveness will take place in June 2022.</li> </ul> |                                     |                          |
| <b>Specific Action Required</b><br><i>(please choose one only)</i> | <b>Information</b>  | <b>Discussion</b>                   | <b>Assurance</b>         |
|  | <input type="checkbox"/>  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <b>Recommendations</b>   | <p>Members are asked to:</p> <ul style="list-style-type: none"> <li><b>NOTE</b> progress made as detailed within the updated Board Effectiveness Assessment Action Plan included at <b>Appendix 1</b></li> <li><b>AGREE</b> any specific areas where members feel that further assurance is required, in order that these can be taken forward with the relevant Lead.</li> </ul>   |                                     |                          |

## BOARD EFFECTIVENESS ASSESSMENT ACTION PLAN

### 1. INTRODUCTION

- 1.1 The purpose of this report is to provide an update on progress against the Board Effectiveness Action Plan

### 2. BACKGROUND AND CONTEXT

- 2.1 As part of the annual governance statement, the board is required to undertake an assessment of its effectiveness throughout the year in terms of governance and internal controls.
- 2.2 For 2020/21 the process was undertaken virtually due to the pandemic. A matrix was circulated in advance, and members were asked to discuss and vote on the board's current position for each criteria.
- 2.3 The findings of the process were presented to the July 2021 meeting of the health board, along with a comparison of progress against the findings of the previous survey. An action plan was also presented at this meeting, which was agreed by the board.

### 3. STATUS UPDATE

- 3.1 An update report on progress against that action plan was received by the Committee in March 2022.
- 3.2 Since that meeting, the action plan has again been circulated to all lead officers with a request that they provide updates on the actions assigned to them. A copy of the updated action plan has been included at **Appendix 1** for information.
- 3.3 Leads officers' report the following two actions as having been completed/closed since the last update:

| Action   | Progress   |
|--|--|
| Commencement of a holistic approach to engagement, communication and involvement of the public including experience, complaints, engagement, involvement and regular communication with the public (Director of Communications by January 2022). | The Communication and engagement Strategy was approved by the Executive and reviewed by the Board in March 2022. Key components have been immediately progressed including formation of the new Directorate which is currently with staff for consultation, development of the new newspaper's design and production for publishing from Q2, and Team Brief which was piloted in April 2022. |
| Undertake a review of our minutes – do they provide an adequate evidence base?   | Review by NHS Providers undertaken and completed. Positive feedback received. Minor findings/opportunities for improvement identified which will be built into an action plan to take forward.   |

- 3.4 There are currently five areas where Leads report that it has not been possible to complete actions within the originally agreed timescales. Revised timescales/milestones have been provided as part of their progress updates, and these have been recorded in an additional 'Revised Timescale' column which has been incorporated into the plan.
- 3.5 The next review of board effectiveness will take place in June 2022. The action plan will subsequently be updated with the outcomes of this session.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no direct financial implications arising from the recommendations in this report.

#### **5. RECOMMENDATIONS**

- 5.1 Members are asked to:
- **NOTE** progress made as detailed within the updated Board Effectiveness Assessment Action Plan included at **Appendix 1**
  - **AGREE** any specific areas where members feel that further assurance is required, in order that these can be taken forward with the relevant Lead.

| Governance and Assurance   |  |                          |
|--|--|--------------------------|
| Link to Enabling Objectives<br>(please choose)   | Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities |                          |
|  | Partnerships for Improving Health and Wellbeing  | <input type="checkbox"/> |
|  | Co-Production and Health Literacy  | <input type="checkbox"/> |
|  | Digitally Enabled Health and Wellbeing   | <input type="checkbox"/> |
|  | Deliver better care through excellent health and care services achieving the outcomes that matter most to people         |                          |
|  | Best Value Outcomes and High Quality Care  | <input type="checkbox"/> |
|  | Partnerships for Care  | <input type="checkbox"/> |
|  | Excellent Staff  | <input type="checkbox"/> |
|  | Digitally Enabled Care   | <input type="checkbox"/> |
|  | Outstanding Research, Innovation, Education and Learning   | <input type="checkbox"/> |
| Health and Care Standards  |  |                          |
| (please choose)  | Staying Healthy  | <input type="checkbox"/> |
|  | Safe Care  | <input type="checkbox"/> |
|  | Effective Care   | <input type="checkbox"/> |
|  | Dignified Care   | <input type="checkbox"/> |
|  | Timely Care  | <input type="checkbox"/> |
|  | Individual Care  | <input type="checkbox"/> |
|  | Staff and Resources  | <input type="checkbox"/> |
| Quality, Safety and Patient Experience   |  |                          |
| Ensuring the board carries out its business appropriately and aligned with standing orders is a key factor in the quality, safety and experience of patients receiving care. |  |                          |
| Financial Implications   |  |                          |
| There are no direct financial implications arising from this paper   |  |                          |
| Legal Implications (including equality and diversity assessment)   |  |                          |
| There are no direct legal implications arising from this paper   |  |                          |
| Staffing Implications  |  |                          |
| There are no direct staffing implications arising from this paper  |  |                          |
| Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)   |  |                          |
| The development of the board will provide a robust and sustainable organisation to support the communities it services.  |  |                          |
| Report History   | N/A  |                          |
| Appendices   | Appendix 1: Board Effectiveness Assessment Action Pan  |                          |