Meeting Date	12 March 2020	Agenda Item	2.8
Report Title	**Governance Work Programme**		
Report Author	Liz Stauber, Interim Head of Corporate Governance		
Report Sponsor	Pam Wenger, Director of Corporate Governance		
Presented by	Pam Wenger, Director of Corporate Governance		
Freedom of Information	Open		
Purpose of the Report	The purpose of this report is to present to the Audit Committee an update on the governance work programme.		
Key Issues	At the Audit Committee in March and April 2018, the outline governance work programme was considered, and updated in-line with members' comments. The final version was approved at the May 2018 Audit Committee, with quarterly progress updates agreed. Members are invited to note the progress made against the recommendations (highlighted in red) and agree for the completed actions to be removed for ease of future reporting. The next update will be reported in **July 2020,** which will include the update against the recommendations for the 2019 structured assessment.		

Specific Action Required *(please choose one only)*	Information	Discussion	Assurance	Approval
	☐	☐	☒	☐

Recommendations	Members are asked to: - **NOTE** the report; and - **RECEIVE** assurance on the actions taken to deliver the governance work programme. - **AGREE** for the completed recommendations to be removed for ease of future reporting

GOVERNANCE WORK PROGRAMME 2019-2020

1. INTRODUCTION

The purpose of this report is to update the Audit Committee on progress against the Governance Work Programme introduced in 2018, and to provide a progress update on the improvement actions in place for 2019-2020.

2. BACKGROUND

The first Governance work programme was approved by the Audit Committee in May 2018, and since then it is routinely presented to the Committee for assurance and is updated in-line with members' comments.

The original work programme included the recommendations from the Structured Assessment 2017-2018 and the outstanding recommendations from the Financial Governance Review and the final version was approved at the May 2018 Audit Committee, with quarterly progress updates agreed. The original Governance Work programme included 70 recommendations for implementation, the majority of which have been completed.

At the Audit Committee meeting in January 2019 and March 2019 the Committee were given an update on progress against the Governance Work Programme 2018-2019 and noted that the majority of recommendations, had been completed, with the remainder being on track for delivery.

The Governance Work Programme has been reviewed and updated for 2019-2020 and includes:
- feedback from the Structured Assessment undertaken in 2018-2019
- Updated actions from each Lead executive
- Updated actions on recommendations concerning serious incidents (fully completed)
- SBUHB's governance priorities for 2019-2020

3. PROGRESS UPDATE GOVERNANCE WORK PROGRAMME 2019-2020

Since the last update to the Audit Committee in November 2019 the following recommendations are completed and the Committee is asked to review and confirm that they are satisfied with the actions taken. Whilst progress has been made on some of the actions, the recommendations will remain open until all the actions are completed.

The overarching Governance Work Programme 18 recommendations of which 2 are not fully completed. The Board agreed 6 governance Priorities 2019/20, 6 recommendations of which 4 are considered to be fully completed. The Serious Incident Report (Delivery Unit) all recommendations have now been fully completed.

Rec	Ref	Progress Update
R1	SA 2017 R5 GS	***Develop a Board Assurance Framework and determine whether further simplification of governance structures and reporting lines is required*** **Completed.** The board assurance framework was endorsed by Audit Committee in November 2019 and the board on January 2020. It will be implemented from April 2020.
R3	SA 2017 R6	***The Executive-led Quality and Safety Forum Needs to ensure that:*** - *All management groups, which are required to report into the Forum, do so on as regular basis to avoid gaps in assurance.* - *Assurance reports from the Forum to the Quality and Safety Committee meet the committee's requirements in terms of discharging its scrutiny role* - *It keeps the quality and safety sub-structures under review to determine whether further simplification of current structures would be desirable.* - *There is clarity on the relationship between the Quality & Safety and other groups, particularly the Assurance and Learning Group and the Clinical Outcomes Steering Group.* Quality and Safety Governance Group terms of reference were approved by the Executive Board and Quality and Safety Committee in February 2020. This will streamline the report arrangements for the Quality and Safety Committee. This recommendation will be kept open until the Quality and Safety Committee confirm this can now be closed.
R9	SA 2018 R2	***Whilst the Quality & Safety Committee has access to relevant quality metrics and performance information, the Committee should review its information requirements and the way in which it is reported, to avoid duplication or gaps, and ensure reports more clearly identify risks and assurances.*** **Completed. Confirmed by SA 2019** The Quality and Safety Committee is under new chairmanship and a review has been undertaken to assess information requirements and develop a new suite of reporting. A workshop was held by the Committee and agreed a number of actions including the refinement of the quality metrics.

Serious Incidents Review
Since the last update, the outstanding recommendations (5) from the serious incident review have now been completed.

Structured Assessment 2019
The recommendations from the Structured Assessment for 2018 have been monitored by the Audit Committee during 2019-20.   The Wales Audit Office Structured Assessment for 2019 (reported to the Health Board in January 2020) has concluded that the Health Board has generally made good progress in addressing the previous recommendations,   11 of the 16 recommendations have been complete although there is more to do to embed some actions.   4 recommendations have been superseded by 2019 recommendations reflecting the current operating context and one recommendation from 2017 remains outstanding,

The Governance Work Programme for 2019-2020 is presented at **Appendix 1** for information.   This will now be updated to incorporate the structured assessment recommendations for 2019.   The Structured Assessment Recommendations for 2019 (attached at Appendix 2) will be incorporated into the Work Programme for 2020 and be monitored by the Audit Committee.

4. GOVERNANCE AND RISK ISSUES
The Governance work programme provides assurance to the Audit Committee that governance processes are being strengthened in accordance with good practice.

Any risks identified from the work programme are discussed with the relevant Director leads and are captured on directorate risk registers where appropriate.

5. FINANCIAL IMPLICATIONS
There are no financial implications directly arising from the work programme.

The work programme includes a section on Financial Governance with specific actions to strengthen financial governance procedures within SBUHB.

6. RECOMMENDATION
Members are asked to:

- **NOTE** the report; and
- **RECEIVE** assurance on the actions taken to deliver the governance work programme; and
- **AGREE** for the completed recommendations to be removed for ease of future reporting

Governance and Assurance		
Link to Enabling Objectives *(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	☐
	Co-Production and Health Literacy	☐
	Digitally Enabled Health and Wellbeing	☐
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	☐
	Partnerships for Care	☐
	Excellent Staff	☐
	Digitally Enabled Care	☐
	Outstanding Research, Innovation, Education and Learning	☐

Health and Care Standards		
(please choose)	Staying Healthy	☐
	Safe Care	☐
	Effective Care	☐
	Dignified Care	☐
	Timely Care	☐
	Individual Care	☐
	Staff and Resources	☐

Quality, Safety and Patient Experience
Ensuring the Board and its sub-committee(s) makes fully informed decisions is dependent on the quality and accuracy of the information presented and considered by those making decisions. Informed decisions are more likely to impact favourably on the quality, safety and experience of patients and staff

Financial Implications
There are no financial implications.

Legal Implications (including equality and diversity assessment)
There are no direct legal implications.

Staffing Implications
The delivery of the proposed work programme is set within the context of the existing resources.

Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)
No impact identified.

Report History	Quarterly updates to the committee
Appendices	Appendix 1 – governance work programme