

COUNCIL OF GOVERNORS' MEETING

9 February 2017

Paper Title:	Performance Report
Lead Director:	Nicola Lees, Chief Executive, and Non-Executive Directors
Paper Authors:	Integrated Performance Report Task and Finish Group - Colin Perry (Governor), Michelle Eggett (Governor), Sarah Jones (Governor), Susan Ince (Deputy Director of Performance and Planning), Stella Jackson (Deputy Trust Secretary)
Agenda Item:	5
Presented For:	Discussion

PURPOSE OF THIS PAPER:

The purpose of this paper is to outline proposed changes to the Council of Governors' Integrated Performance Report and to present performance for quarter 3 (October to December 2016) in the new format.

EXECUTIVE SUMMARY:

The Council of Governors receives a quarterly Integrated Performance Report. At the November Council of Governors' meeting, the Chief Executive suggested that a Task and Finish Group be established to review the content of the report. Colin Perry, Michelle Eggett and Sarah Jones expressed an interest in joining the Task and Finish Group. The three Governors worked with Susan Ince, Deputy Director of Performance and Planning, and Stella Jackson, Deputy Trust Secretary.

The Task and Finish Group reviewed the purpose of the Integrated Performance Report. They concluded that the report should support the role of the Council of Governors in holding the non-executive directors to account for the performance of the Board of Directors and to represent the interests of the Trust's members and the public.

The Task and Finish Group reviewed the content of the Council of Governors' Integrated Performance Report, which to date has consisted of summary information taken from the monthly Integrated Performance Report to the Trust Board. Whilst the Integrated Performance Report to the Trust Board is operationally focused, it contains key indicators that will be of interest to Governors, for example complaints, compliments, serious incidents, staffing levels, mandatory training compliance. The Integrated Performance Report to the Trust Board is a public document that Governors can access.

The Task and Finish Group therefore concluded that it was not necessary to replicate all this information in a report to the Council of Governors. Instead Governors would like a performance report to provide evidence that the Board has sufficient quality assurance in respect of the overall performance of the Trust, particularly which issues non-executive directors have picked up (for example through Board walkabouts, Committees), where they have sought and received assurance, how these issues are being addressed and where Committees or the Board continue to seek further assurance. This would also provide Governors with the opportunity to triangulate with issues raised to them by members and the public. Following further discussion between the Chair and members of EMT it is proposed that a small number of performance indicators are retained to ensure that the Board is discharging its statutory duties. The Task and Finish Group suggested that non-executive directors select issues from performance against the annual plan and the quality goals that they feel are important to report to Governors.

A revised performance report has been prepared for quarter 3. This highlights:

- the key issues to which Committees/non-executive directors are paying priority attention, where Committee/non-executive directors are seeing additional assurances (for example deep dives) and what issues Committees/non-executive directors have escalated to the Board during the quarter; and
- the areas from the monthly Board Integrated Performance Reports to which the Board has been paying particular attention and what assurances are being sought (for example from Committees or the Executive Management Team).

Whilst the Integrated Performance Report has to date been presented to the Council of Governors by the Chief Executive, the Task and Finish Group felt that it would be more appropriate for the revised report to be presented by a non-executive director as this would provide an opportunity for Governors to question non-executive directors about the performance of the Board and of the Trust.

RECOMMENDATIONS:

That the Council of Governors:

- Provides feedback on the format and content of the revised performance report;
- Receives the performance report for quarter three of 2016/17; and
- Seeks any additional assurances required from the non-executive directors in relation to the performance of the Board/Trust.