

**Board of Directors**

<b>Subject:</b>	Business Continuity – SOP for Governance Forums		<b>Date:</b> 2 <sup>nd</sup> April 2020	
<b>Prepared By:</b>	Shirley Higginbotham – Director of Corporate Affairs			
<b>Approved By:</b>	Shirley Higginbotham – Director of Corporate Affairs			
<b>Presented By:</b>	Shirley Higginbotham – Director of Corporate Affairs			
<b>Purpose</b>				
To consider and approve the Standard Operating Procedure for Business Continuity in respect of Trust Governance Forums			<b>Approval</b>	X
			<b>Assurance</b>	
			<b>Update</b>	
			<b>Consider</b>	X
<b>Strategic Objectives</b>				
<b>To provide outstanding care</b>	<b>To promote and support health and wellbeing</b>	<b>To maximise the potential of our workforce</b>	<b>To continuously learn and improve</b>	<b>To achieve better value</b>
				X
<b>Overall Level of Assurance</b>				
	<b>Significant</b>	<b>Sufficient</b>	<b>Limited</b>	<b>None</b>
			X	
<b>Risks/Issues</b>				
<b>Financial</b>				
<b>Patient Impact</b>				
<b>Staff Impact</b>				
<b>Services</b>				
<b>Reputational</b>				
<b>Committees/groups where this item has been presented before</b>				
N/A				
<b>Executive Summary</b>				
<p>As a foundation trust the board has a duty to promote the success of the organisation so as to maximise the benefits for the members of the trust as a whole and for the public who will be treated by the trust. Therefore, a board needs to be able to deliver prudent and effective leadership and effective oversight of the trust's operations to ensure it is operating in the best interests of patients.</p> <p>Corporate governance is the means by which boards lead and direct their organisations so that decision-making is effective and the right outcomes are delivered. In the NHS this means delivering safe, effective services in a caring and compassionate environment in a way that is responsive to the changing needs of patients and service users.</p> <p>Good corporate governance is dynamic and is the means by which quality governance is overseen. Robust corporate and quality governance arrangements complement and reinforce one another. Individuals working in clinical teams providing NHS services are at the front line of ensuring quality of care to patients. However, it is the board of directors that takes final and definitive responsibility for improvements, successful delivery, and equally failures, in the quality of care. Effective governance therefore requires that boards pay as much attention to quality of care and quality governance as they do to the financial health of their organisation.</p> <p>In light of the boards duties highlighted above and in order to ensure robust governance processes during the Covid – 19 incident, which has resulted in the cancellation of Board, committee and governor meetings.</p>				

A Standard Operating Procedure has been developed which endeavours to capture the key elements for assurance temporarily, including risks, escalations and mitigations.

This will ensure that in future months we are able to demonstrate our decision making processes are robust and provide board members with all the information they require in taking those decisions.