

## TRUST BOARD

<b>Date of Meeting:</b> 11/01/2011	<b>Enclosure:</b> 3
	<b>Agenda Item No:</b> 6
<b>Title of Report:</b> Chairman's Report	
<b>Aims:</b>  This report provides an update of the Chairman's business, activities and matters that the Chairman wishes to bring to the attention of the Trust Board.	
<b>Summary:</b>  The matters mentioned in this paper are: <ul style="list-style-type: none"> <li>• Update on Board Cycle of Business as at 1 November 2010</li> <li>• Foundation Trust Application</li> </ul>	
<b>Specific implications for consideration (Financial/Workforce/Risk/Legal/Race Equality etc):</b>	
<b>Financial</b>	No specific implications.
<b>Workforce/E&amp;D</b>	To ensure the continuing development of Trust Board business.
<b>FT</b>	Update on Foundation Trust position.
<b>Recommendations:</b>  The Trust Board is asked to note the contents of this report.	
<b>Document previously approved by:</b>  Report directly to the Trust Board.	
<b>Prepared by:</b>  Ramona Duguid Company Secretary	<b>Presented by:</b>  Mike Little Chairman

<p style="text-align: center;"><b>TRUST BOARD CHAIRMAN'S REPORT JANUARY 2011</b></p>
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## **1. INTRODUCTION**

This report provides a summary of those matters the Chairman wishes to bring to the attention of the Board.

Firstly, I would like to wish colleagues a happy New Year and say particular thanks to all our staff who have worked effortlessly to maintain services for patients during increased winter pressures over the Christmas and New Year period.

## **2. EXCEPTION REPORT ON BOARD CYCLE AS AT 1 JANUARY 2011**

The Trust Board approved a cycle of business at the start of the financial year. The Board is now in the last quarter of the financial year in terms of this cycle of business. A review of the work outstanding and or still to be scheduled on the cycle has been undertaken and summarised below for colleague's information.

### **2.1 Items to be scheduled In Quarter 3 Include:**

#### **Strategy**

- Review principle aims and objectives
- Review draft business and service development priorities for 2011/12
- Review draft annual budgets, CIP for the financial year and capital programme for 2011/12
- Approve annual business plan and budgets for 2011/12
- Update on Estates Strategy
- Update on Workforce Strategy
- Update on Informatics Strategy
- Medium Term Financial Strategy

#### **Governance and Quality**

- Review of delivery of Quality Account priorities for 2010/11
- Register of gifts and hospitality
- Register of directors interests
- Review of standing financial instructions and standing orders
- Patient survey action plan
- Staff survey action plan
- Safeguarding update report Q3

## **Annual Reporting**

- Charitable Funds Annual Report and Accounts
- Remuneration Committee Annual Report

The above items will be scheduled into the Board agendas during February and March 2011 to ensure we complete our agreed cycle of business. This will include the discussions we have at the Board Away Days, particularly in relation to the development of the annual business plan, budgets and QIPP plans for the new financial year.

### **3. FOUNDATION TRUST STATUS**

Board members will be aware of the response given to the Secretary of State for Health regarding our timeline and key milestones for achieving Foundation Trust status.

The Trust has received an acknowledgment of receipt and is working closely with key leads at NHS North West to monitor and support the Trust in achieving the timeframes we have set out.

I have discussed with the Company Secretary the need to review the reporting to the Board of our plans and progress regarding achieving Foundation Trust status, which we will introduce in the new financial year in conjunction with the lead Director of achieving Foundation Trust Status, the Director of Finance.

### **4. RECOMMENDATION**

The Trust Board is asked to NOTE the contents of this report.

Mike Little  
**CHAIRMAN**