

Greater Glasgow and Clyde NHS Board

Board Meeting

27 June 2017

Board Paper No. 17/34

Head of Administration

**NHSGGC Board Work Programme - 2017/18**

**Recommendations: -**

The NHS Board is asked to approve the NHSGGC Board Work Programme for 2017/18.

**1. Purpose**

1.1 To seek the NHS Board's approval to the Board Work Programme for 2017/18. The concept of a Board Work Programme was discussed at the February 2017 NHS Board and then again in more detail at the March 2017 NHS Board Seminar. It was welcomed by Members and it covers a wide range of activities which have been targeted for 2017/18. It has been developed from the Local Delivery Plan – 2017/18 (which the NHS Board approved at its 15 June 2017 meeting) and the Corporate Objectives for 2017/18. The Corporate Objectives have been submitted to the 26 June 2017 meeting of the Remuneration Committee as part of the performance management arrangements, for discussion and then dissemination to NHS Board Members. In future years, starting in 2018/19, the Corporate Objectives will be submitted to the NHS Board in February/March for discussion and approval.

**2. Background**

- 2.1. At the NHS Board Away Day on the 1st of November 2016, Board Members discussed the role of the NHS Board, their ambition for NHS Greater Glasgow and Clyde (NHSGGC), and the challenges faced, now and in the future.
- 2.2 It was recommended that the key activities be identified and brought together into a NHSGGC Board Work Programme and once approved, be managed as part of a structured programme delivered by the executive team with appropriate direction, support and oversight from the NHS Board.

**3. The Role of the NHS Board**

3.1 The role of the NHS Board was agreed as being threefold:

- Formulating strategy;
- Ensuring accountability; and
- Shaping Culture.

## **EMBARGOED UNTIL DATE OF MEETING**

3.2 The NHS Board's role was to provide effective leadership, direction, support and guidance to the organisation to ensure Ministerial policies and priorities are implemented. The Chief Executive and the executive team are responsible for the organisation and management and staffing of the NHS Board.

3.3 As a result of these discussions, the Board's Work Programme of activities was structured under three headings:

- Strategy (design and development);
- Governance; and
- Leadership & Culture.

### **4. The NHS Board's Ambition**

4.1 The NHS Board's ambition was confirmed at the Away Day as follows:

- Improving the Health of the Population;
- Improving the Quality of Healthcare;
- Achieving value and financial sustainability; and
- A Great Place to Work.

4.5 Therefore the NHS Board Work Programme's activities were at a high level linked to:

- Better Health;
- Better Care;
- Better Value; and
- Better Workplace.

### **5. The NHSGGC Board Work Programme for 2017/18**

5.1 The development and finalisation of the revised Board Work Programme was discussed with the new Chief Executive and this version incorporates this review and endorsement. It should be noted that the Board Work Programme will evolve during the year, as a live document, as the approach to the Transformational Plan is clarified.

5.2 Each of the activities included in the Board Work Programme will be owned by a lead member of the executive team and oversight of the Work Programme and Corporate Objectives will be at either the main NHS Board, the relevant Standing Committee or Management meeting.

5.3 The timescale and approach to engagement with the NHS Board/Standing Committees on the various activities, has been suggested by the Chief Executive in conjunction with the appropriate lead Director/Chief Officer.

5.4 The Head of Administration will have responsibility for the maintenance and development of the Work Programme and will report to the senior management team and the NHS Board on progress.

**6. Conclusions**

- 6.1 Introducing and developing this structured Board Work Programme of activities should help the NHS Board deliver its responsibilities and achieve its ambition for NHSGGC.

**7. Recommendations**

- 7.1 The NHS Board are asked to consider and agree the Board Work Programme for 2017/18.

John C Hamilton  
Head of Administration  
0141 201 4608

### Board Programme (Draft) 2017/18

	Activity	Executive Lead	Timescale																	
	<b>Strategy</b>																			
1	Develop Five Year Transformational Plan	Chief Executive	Oct-17																	
	Framework and Process																			
	Associated Clinical Strategies																			
	Workforce Plan																			
	Capital Plan																			
	Public Engagement																			
	Staff Engagement																			
	Communication																			
2	HSCP Strategic Plans	Chief Officers	Sep-17																	
3	Unscheduled Care Programme	Medical Director	Jun-17																	
4	Quality Strategy	Nurse Director	Dec-17																	
5	Research and Development Strategy	Medical Director	Nov-17																	
6	Clinical Governance Strategy	Nurse and Medical Director	Dec-17																	
7	Public Health Strategy	Director of Public Health	Feb-18																	
8	e-Health Strategy	Director of e-Health	Mar-18																	
9	PAMS Strategy	Director of Property, Procurement and Facilities	Jun-17																	
10	Review Child and Adult Protection Arrangements	Nurse Director	Mar-18																	
11	Review GP Out of Hours arrangements	Chief Officers and Medical Director	Nov-17																	
12	Business Continuity and Major Incident Plan	Director of Public Health	Dec-17																	
13	Mental Health Strategy	Chief Officers and Medical Director	Jan-18																	
	<b>Governance and Monitoring</b>																			
1	Financial Plan	Director of Finance	Jun-17																	
2	Capital Plan	Director of Property, Procurement and Facilities and Director of Finance	Jun-17																	
3	Risk Management Strategy	Director of Finance	Dec-17																	
4	Information Security Review	Director of e-Health	Nov-17																	
5	Board Committee Remit's and Memberships	Head of Administration	Aug-17																	
6	Corporate Governance Review	Head of Administration	Aug-17																	
7	Board Effectiveness Review	Chief Executive and Chair	Oct-17																	
8	Duty of Candour Policy	Medical Director	Nov-17																	
	<b>Leadership and Culture</b>																			
1	Vision, Mission and Values	Director of HR and OD	Dec-17																	
2	Leadership Development/Succession Planning	Director of HR and OD	Nov-17																	
3	Talent Management	Director of HR and OD	Dec-17																	
4	Training and Development Plan	Director of HR and OD	Oct-17																	
5	Develop Team Working Approach	Director of HR and OD	Dec-17																	