

# Agenda

19<sup>th</sup> March 2010, The Marston Suite, Edgbaston Cricket Ground, Birmingham



## Topic 1: Governance arrangements that are persuasive on paper must be able to work in practice. What are your experiences?

The Audit Commission's report published in 2009 "Taking it on Trust" examines how Board's gain assurance and highlights that processes without intelligence and rigorous scrutiny are not enough.


What have been your experiences with governance arrangements?  
Are you frustrated when documents are approved and then shelved?  
Can you offer examples of practical ways to turn written governance code into active application?



## Topic 2: Can Trusts offer examples of best practice in storing, indexing, archiving and managing access to required information?

Boards require a large number of reports and supporting documents for their assurance, and with numerous committees reporting to the Board, it is vital that information is managed effectively.


How does your Trust manage this to ensure all required information is to hand?



## Topic 3: What approaches are being taken to ensure staff have access to the most up to date policies and procedures and how do you show that they are being actively and correctly followed?

Assurance relies on policies and procedures effectively implemented and followed.

What do you find to be the most effective way of monitoring that your processes and procedures are kept up-to-date?  
Where do you store your policies and procedures, and how do you ensure that they are being actively followed?




## Topic 4: What has been the impact of The Intelligent Board report? An opportunity to share, or listen to, practical experiences of implementing its recommendations and the impact on board assurance.

The 2006 report The Intelligent Board said that effective Boards depend on having the right information at the right time and set out a proposed minimum set of information and a suggested framework for reviewing Trust performance.

Four years on, what has been its impact?

## Agenda Overview

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- 9:30** - Guests Arrive
- 9:45** - Welcome and Introduction
- 10:00** - Topic 1: Governance arrangements that are persuasive on paper must be able to work in practice
- 10:30** - Topic 2: Can Trusts offer examples of best practice in storing, indexing, archiving and managing access to required information
- 11:00** - Break
- 11:15** - Topic 3: What approaches are being taken to ensure staff have access to the most up to date policies & procedures and how do you show that they are being actively & correctly followed?
- 11:45** - Topic 4: What has been the impact of the Intelligent Board report?
- 12:15** - AOB
- 12:30** - Finish with Lunch



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