

## Trust-Wide Policy Schedule

<b>Meeting</b>	Board of Directors		
<b>Date</b>	09/02/2022	<b>Agenda item</b>	16
<b>Lead Director</b>	Alison Hughes, Director of Corporate Affairs		
<b>Author(s)</b>	Karen Lees, Head of Corporate Governance		

**Action required** (please tick the appropriate box)

**To Approve**       **To Discuss**       **To Assure**

### Purpose

The purpose of this report is to provide the Board of Directors with an assurance on the management of trust-wide policies, in accordance with the Policy for Policy Management.

The policy position reported to the Board follows presentation at each of the sub-committees of the Board during January and February 2022.

### Executive Summary

The Policy for Policy Management (refreshed and approved by the Audit Committee in January 2022) requires that that all trust-wide policies are approved through the relevant sub-committees of the Board. As such, each committee receives a bi-monthly update on the status of policies relevant to the duties and responsibilities of the committee.

The Audit Committee received an update in relation to all policies at the meeting in January 2022. The Policy for Policy Management also requires an update to the Board of Directors for assurance following oversight by the Audit Committee.

The current position is summarised below and further detail is available in the SAFE system.

**There are 96 trust-wide policies and of those 86 are approved and published, and 10 are under review or expired**

Oversight Group	No. of policies approved and published	No. of policies under review or expired
Board of Directors	1	0
Audit Committee	3	0
Finance & Performance Committee	5	2
Education & Workforce Committee	27	1
Quality & Safety Committee	50	7

In accordance with GP25, there is a robust mechanism for managing procedural document updates and this is clearly documented in the policy.

Each committee of the Board continues to receive an update on policy status.

### Risks and opportunities:

There is no organisational risk associated with trust-wide procedural documents. The schedule will continue to be monitored at each of the sub-committees of the Board and the Audit Committee and risks escalated if necessary.

There are no risks to escalate to the Board of Directors.		
<b>Quality/inclusion considerations:</b> Quality Impact Assessment completed and attached [No] Equality Impact Assessment completed and attached [No] Equality impact and quality impact assessments are considered as part of procedural document updates. .		
<b>Financial/resource implications:</b> None identified.		
<b>Trust Strategic Objectives</b> <i>Please select the top three Trust Strategic Objectives that this report relates to, from the drop-down boxes below.</i>		
Our Populations - outstanding, safe care every time	Our People - enhancing staff development	Our Populations – provide more person-centred care
<b>Board of Directors is asked to consider the following action</b>		
The Board of Directors is asked to be assured that there is a robust mechanism for tracking trust-wide procedural document updates. .		
<b>Report history</b>		
<b>Submitted to</b>	<b>Date</b>	<b>Brief summary of outcome</b>
Audit Committee	26/01/2022	The Audit Committee received an update on the status of all trust-wide policy documents and was assured by the progress made and the continued oversight at each of the committees of the Board. .