

‘You matter, we care’

<b>Summary Report – Trust Board Meeting</b>	<b>Date: 26<sup>th</sup> June 2013</b>
<b>Report Title: NHS Trust Development Authority Oversight Return – Month 4, July 2013</b>	
<b>Agenda Item: BD/13/87</b>	<b>Enclosures: App 1 Monthly Return App 2 Board Statement</b>
<b>Sponsor: Chief Executive</b>	<b>Presenter: Company Secretary</b>
<b>Report Author: Business Support Manager &amp; FT Project Support Administrator</b>	
<b>Report discussed previously at:</b>	<b>Executive Team Meeting – 18.6.2013</b>

<b>Purpose of the Report and Action required</b>		
This report presents the Month 4 July SHA Oversight return and self-certification to the Board for discussion and approval – this return will be sent in July on a date to be confirmed by the NTDA.	Approval	✓
	Discussion	✓
	Information	

<b>Executive Summary of Key Issues</b>
<ul style="list-style-type: none"> <li>• In line with the new TDA accountability framework, Stephen Dunn wrote to all Chief Executives of NHS Trusts on 10 May 2013, setting out new arrangements in relation to the Foundation Trust application process for submitting monthly self-certification forms to the NHS Trust Development Authority.</li> <li>• The new process is for there to be two returns. The first relates to the Board’s Self-Certification of Compliance with the Monitor Provider License requirements. This will be a monthly return. The second relates to a series of Board Statements. This will be a monthly return.</li> <li>• The timing for the process in July require the submissions to be made to the NTDA using Chair/CEO Actions, and the submissions will be made mid July 2013 to achieve the deadline. The NTDA are asked to note that the submission will be made subject to board consideration.</li> <li>• Moving forward, at its Board meeting, the Board will prospectively review its likely compliance position, in order for a return to be made by the 15<sup>th</sup> of the next month (date to be confirmed by NTDA).</li> <li>• The Board is therefore asked to ratify the July 2013 submission attached as Appendix A.</li> <li>• The Board is asked to consider the position for July 2013, and authorise the submission of the Month 4 return on 15th July (date to be confirmed) 2013 attached as Appendix B.</li> </ul>

## NTDA Oversight Return

Which Strategic Objective does this paper address	
Consolidate	Y
Integrate	y
Expand	y

Recommendations to other committees
n/a

Recommendation/Decision
(i) The Board is recommended to <b>discuss</b> the compliance position for July 2013, and <b>authorise</b> a submission for the month of July to be made.

## NTDA Oversight Return

### 1. Purpose and background

- 1.1. This paper brings forward the July 2013 oversight self certification for discussion and decision post submission the NTDA mid July 2013 (Actual date to be confirmed by the NTDA). The return comprises two monthly returns for the month July 2013 attached as Appendix 1 & 2. The two returns provide for a 'yes', 'no', 'risk' return, with a comment box for actions to achieve compliance and a timescale for achievement.
- 1.2. This process is a requirement for aspirant FTs within the NTDA Accountability Framework guidance. Self certification is required on the part of the Board, against and the Board authorises onward submission to confirm compliance or not to the NTDA. It is followed by a meeting with the NTDA to discuss progress and issues – the last teleconference meeting took place on 28<sup>th</sup> May 2013 and the next face to face meeting is on Tuesday 25<sup>th</sup> June.
- 1.3. The Executive Team reviewed the Month 4 return at its meeting on 18<sup>th</sup> June 2013. The mechanic of the oversight process is led by the Company Secretary with lead Executive Directors accountable for each relevant return or Board statement and the provision of appropriate evidence to assure the same.

### 2. Board Statements

- 2.1. Each Board statement is allocated to an Executive lead and subject to peer review and consideration for an Executive Team view to be confirmed prior to Board submission.

### 3. Submission Returns

- 3.1. The Executive Team reviewed the July return, and with agreement from the Chair and CEO, the return will be made to the NTDA on 15<sup>th</sup> July 2013 (date subject to confirmation), subject to Board consideration and ratification. The submissions are now made via a web reporting system and do not require physical signature, as has been the case in the past.
- 3.2. The Executive Team anticipates ongoing compliance against each of the requirements of the two returns for the month of July 2013, and recommends that the Board authorises the submission of the July return on this basis

### 4. Recommendation

- 4.1. The Board is recommended to **discuss** and **ratify** the fully compliant return for the period of July 2013 (Month 4).

**Author: Alison Devereux Pearce – FT Project Administrator**

**Emma Roberts – Company Secretary**

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Sponsored by Company Secretary		
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