

Information for Effective Governance

Effectively identifying, gathering and presenting information to
drive forward improvements in governance

Wednesday 24th March 2010, London

Including expert contributions from:

Stuart Emslie

Assistant Director, **Centre for Corporate
Governance and Ethics Birkbeck London
University** and Visiting Fellow
Loughborough University Business School

Paul Stanton

Professor of Governance
Northumbria University and CEO
Southminster Associates

Adrienne Fresko OBE

Author of *New Guidance for NHS Boards*

David Pillsbury

Deputy Director of Integrated Governance
**Greater Manchester West Mental Health
NHS Foundation Trust**

Andrew Barber

Associate Director Performance and
Service Delivery
Norfolk PCT

Caroline Oliver

Founder and Chair
**International Policy Governance Association
and UK Policy Governance Association**

Five reasons to attend:

- The only national conference to specifically focus on the impact of information on governance
- A unique opportunity to hear from the author of *New Guidance for NHS Boards* and its likely impact for your organisation
- Receive actionable strategies to maximise the performance of the Boards you work with by providing or requesting the right information
- Attend a separate regulatory workshop to equip yourself with an understanding of your obligations to these regulators
- A line up of top level expert speakers

Register now:

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To operate effectively, Boards need to be presented with the correct information at all times. Trusts must be able to collect accurate, timely and relevant information as this has a critical impact on the way the organisation is governed. This will become even more important once the *New Guidance for NHS Boards* and the new CQC registration requirements and core standards come into force. Are you prepared for these changes and the new demands they will make on you?

Health Service Journal is proud to present Information for Effective Governance and, for the first time, a pre-conference Masterclass What Regulators Want. These two days will provide you with the latest information on the legislation affecting governance, as well as key developments from the Care Quality Commission, Audit Commission and Monitor. These must-attend events will explore and provide actionable solutions to the most pressing issues affecting information and governance specialists.

Plus hear best practice and policy guidance on issues including:

- Examining the impact of the *New Guidance for NHS Boards* on your organisation
- Understanding what the new Care Quality Commission's requirements will mean for your Trust
- Establishing effective information systems within your organisation to support good governance
- Improving Board members' understanding of audit and information processes

Who should attend:

This is a must attend event for Trust Secretaries, Senior Managers, Information Professionals, Board Members and anyone else with responsibilities for reporting to NHS Boards. Book your place today to ensure you are delivering the right information to Boards to assure good governance.

Book both events and receive a discount

Book your place on our Pre-Conference Masterclass What Regulators Want to:

- Understand how the information your organisation provides is dealt with and a brief overview of the regulatory process
- Learn how to avoid the common errors organisations make when submitting information to regulators
- Looking ahead: What will regulators require in the future, how can you prepare to face these changes head on?

PRE-CONFERENCE MASTERCLASS WHAT REGULATORS WANT

Making sense of the information requirements of the Care Quality Commission, Monitor and the Audit Commission

Tuesday 23rd March 2010, London

08.30 Registration and refreshments

09.20 Opening remarks from the Chair

09.30 Meeting the Care Quality Commission registration requirements and core standards

The Care Quality Commission

- What do the new standards of quality and safety mean for your Trust?
- Using data to troubleshoot and recognise areas of weakness
- Striking the balance: Submitting fit for purpose information to avoid information overload to minimise intervention and inspection
- Moving from regulations based on policy to those based on outcomes: What data and evidence is required for outcomes measurement
- Understanding the methods of capturing effective patient outcomes data

10.10 Question and answers

10.20 Understanding the Audit Commission's priorities and the information they require for auditing process

The Audit Commission

- Establishing the right culture, people and processes at each stage in the data chain to ensure high quality information
- What is good quality information? Producing information and data that is accurate, valid, reliable, timely and relevant
- The use of effective internal vetting to minimise the need for regulatory intervention
- Preparing for Audit: Understanding the process and improving internal procedures and data to support auditing
- Planning for the Use of Resources and Auditor's Local Evaluation assessments
- Latest developments for the financial year 2010/11

11.00 Question and answers

11.10 Morning refreshments

11.30 The unique regulatory challenges for Foundation Trusts

Monitor

- Understanding Monitor regulation and requirements for aspirant Trusts
- What are Monitor looking for? Maintaining Foundation Trust status
- Using relevant financial and performance data to identify potential areas of non compliance
- Exploring how to use information to support remedial action to mitigate Monitor risk ratings

12.10 Question and answers

12.20 Lunch

13.20 Regulatory open discussion

A unique opportunity for delegates to pose their questions to our assembled panel of experts. Delegates will be able to pre submit written questions during morning registration and throughout the day.

14.20 Closing remarks from Chair

14.30 Close

Sponsorship opportunities

For information on sponsorship and exhibition opportunities please contact:

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MAIN CONFERENCE PROGRAMME INFORMATION FOR EFFECTIVE GOVERNANCE

Effectively identifying, gathering and presenting information to drive forward improvements in governance

Wednesday 24th March 2010, London

08.30 Registration and refreshments

09.30 Opening remarks from the Chair
Stuart Emslie, Assistant Director, **Centre for Corporate Governance and Ethics, Birkbeck London University** and Visiting Fellow, **Loughborough University Business School**

09.40 Good Information for good governance

- Keynote Address**
- What does good information for assured governance look like?
 - Securing information to support your corporate objectives
 - Examining the progress made by key national programmes in improving information quality
 - Overcoming the challenges presented by the dynamic context in which governance occurs
 - Prioritising data and information in response to external pressures
 - Exploring the transition from process to patient outcome information and it's relation to governing the NHS
- Paul Stanton**, Professor of Governance, **Northumbria University** and CEO, **Southminster Associates**

10.10 Examining the impact on your organisation of the New Guidance for NHS Boards

- Defining what intelligent information for governance actually is
- Ensuring Boards are prepared for when the guidelines come into force
- Will the regulations impact on the way you present information to your Board?
- How will the guidelines change the nature of the data you collect?

Adrienne Fresko CBE and **Sue Rubenstein**, Directors **Foresight Partnership Ltd**

10.40 Question and answer session

10.55 Morning refreshments

11.15 Establishing effective information systems within your organisation and engage people in their appropriate use

- Case Study**
- Training and empowering staff: Establishing an information culture within your organisation
 - Mapping your organisations' information needs and flow
 - Creating an effective internal information system: Managing data from disparate sources
 - Pre-empting what information your Board needs and giving it to them: SMART reporting
 - Maximising the use of clinical dashboards
 - Improving access and making data more accessible
- Hear how Greater Manchester West Mental Health NHS Foundation Trust created an integrated risk management system and in doing so satisfied regulatory body requirements and significantly cut administration times*
- David Pillsbury**, Deputy Director of Integrated Governance, **Greater Manchester West Mental Health NHS Foundation Trust**

11.45 Ensuring robust information systems across organisational boundaries

- Creating versatile reports and data sets to serve multiple reporting functions
- Overcoming the challenges of incompatible data systems to enable secure information transfer
- Sharing information whilst adhering to data protection requirements

Andrew Barber, Associate Director Performance and Service Delivery, **Norfolk PCT**

12.15 Question and Answer Session

12.25 Lunch

13.25 Developing a holistic Board assurance framework - The Policy Governance approach

- Creating an effective assurance framework at the Board level.
- Creating complete and comprehensive board level risk registers
- Sourcing information for Board identification of clinical and non clinical risks
- Bringing together fragmented risk management activity: Ensuring processes are efficient, focused and add value to your organisation
- Providing the board with information for tracking clinical and non clinical risks
- The Board's role in dealing with clinical and non clinical risks
- Making Board Assurance Frameworks transparent to stakeholders

Caroline Oliver, Founder and Chair **International Policy Governance Association** and **UK Policy Governance Association**

13.55 Facilitating the development of Board members' understanding of information

- Improving board members understanding of audit and information processes
- Identifying and supporting the different information development needs of executive and non executive directors
- Equipping Board members with the skills to interrogate information
- Creating a culture that empowers non executives to challenge Boards and the information they are using

14.25 Question and answer session

14.35 Afternoon refreshments

14.55 Examining the specific information governance requirements for PCTs

- Securing validated qualitative and quantitative data from service providers
- Overcoming the information challenges of working with arms length provider services
- Effectively integrating provider information into PCT information systems
- Engaging providers in collecting and reporting information processes
- Communicating to providers how the information they deliver will be used

Niall O'Gara, Head of Integrated Governance **Oldham PCT**

15.35 Overcoming the unique information for governance challenges that Foundation Trust status brings

- Meeting the information demands of Monitor's compliance framework
- Gathering and scrutinising financial and performance data to aid compliance
- Understanding what information you need to support your annual plan and quarterly reports
- Submitting robust and accurate data to support clarity in clinical quality, service performance and other Monitor assessment criteria

John Bruce, Chairman **Southend University Hospital NHS Foundation Trust**

16.05 Question and answer session

16.15 Close of conference

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