Select meeting name
Select meeting date
Item number: #
This report is: choose an item.

Report title

Author: Enter author name

Job title: Enter author job title

Accountable director: Enter accountable officer

Job title: Enter accountable officer

## Purpose of report

Purpose: Select report purpose

Click to enter text: what are you asking the board or committee to do?
Ensure any recommendations address conclusions requiring action

## Report history

Outline committees or meetings where this item has been considered before being presented to this meeting.

Committee name

Click or tap to enter a date.

What was the outcome?

Committee name

Click or tap to enter a date.

What was the outcome?

Committee name

Click or tap to enter a date.

What was the outcome?

## Executive summary and key messages

Click to enter text: your executive summary should be a short review (5-10%) of the main document.
Paragraphs should be short and concise, using language appropriate for the audience
The summary should stand on its own without having to refer to the main document

## Strategic priorities

Tick all that apply

[ ]  Achieve recovery of our elective care, emergency care, and diagnostic capacity

[ ]  Support the ICS’s mission to address health inequalities

[ ]  Attract, retain, develop the best staff in the NHS

[ ]  Continuous improvement in quality, efficiency and outcomes including proactively addressing unwarranted variation

[ ]  Achieve a more rapid spread of innovation, research, and transformation

Click to describe impact

## Impact assessment

Tick all that apply

[ ]  Equity

[ ]  Quality

[ ]  People (workforce, patients, families or careers)

[ ]  Operational performance

[ ]  Finance

[ ]  Communications and engagement

[ ]  Council of governors

Click to describe impact

## Reason for private submission

Tick all that apply

[ ]  Commercial confidence

[ ]  Patient confidentiality

[ ]  Staff confidentiality

[ ]  Other exceptional circumstances

If other, explain why