

Chief Executive, Executive and Associate Director Lead Responsibilities

Chief Executive

- Chief Operating Officer
- Strategic leadership of organisation's Executive team
- Developing strategic vision of the organisation
- Developing the culture of the organisation
- Managing external relationships
- Accountable Officer
- Estates strategy
- Infrastructure Committee
- Professional Leadership of Executive Team

Director of Finance

- Financial Accounting
- Management Accounting
- Treasury Management
- Costing
- Charitable Funds
- Governance Committee (Audit)
- Management of SLA/Contract
- Internal and External Audit
- Capital expenditure
- Information Technology
- Standing Financial Instructions
- Counter Fraud
- Implementation of Connecting for Health
- Accountancy Professional Leadership

Medical Director

- Clinical Governance
- Clinical Audit
- Research & Development
- Medical Staffing
- Consultant Liaison
- Consultant Appraisal
- Modernising Careers
- Caldicott Guardian
- Practice Standards Committee
- Professional Leadership of Medicine

Director of Nursing, Social Care & Therapies

- Clinical Governance
- Nurse training & education links
- Board representation of AHPs & Social Care Professions
- Infection Control
- Professional Leadership
- Mental Health Act Managers Committee
- Patient & Public Involvement
- PALS, users & carers
- Complaints
- Health Records
- Patient Environment – domestic, catering
- Practice Standards Committee

**Director of Corporate
Governance/Trust Secretary**

- Overall Governance leadership
- Co-ordination of Risk Management
- Standards for Better Health
- Assurance Framework
- Information Governance
- NHSLA standards
- Litigation/Legal Complaints
- Security
- Human Rights
- Governance Committee
- Liaison with PPI Forum
- Liaison with Health Overview and Scrutiny Committee

Director of Human Resources

- Recruitment
- Medical Staffing
- Training and Education
- Workforce Development & Information
- Employee Regulations
- Equal Opportunities/Diversity
- Health and Safety
- Occupational Health
- Workforce Committee
- Professional Leadership of HR

Director of Business Development

- Strategic and business planning
- Performance Management
- Information Management
- Business Development
- Marketing
- Internal & external communication
- Managing membership development
- Commissioning & Partnership Boards
- PPI Service (change and planning)
- Performance Management Committee
- Business Development Committee