

Board Annual Business Plan Part I

(x indicates items moved to the following month – due to the new Board meeting arrangements).

NB: Part 1 Board Meetings in the following months will be Extraordinary Meetings. - February April, June, August, October, December

Agenda Item / Issue	Lead	May 25	June 25	Jul 25	Aug 25	Sept 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26
STANDING ITEMS PART I													
Introductions, Apologies, Declaration of Interest	Chair	x	x	x	x	x	x	x	x	x	x	x	x
Minutes, Matters Arising, Actions Update	Chair	x		x		x		x		x		x	
Board Assurance Framework	AD-CG	x		x		x		x		x		x	
Chair's Report & CEO's Report	Chair & CEO	x		x		x		x		x		x	
Patient Story	CN	x		x		x		x		x		x	
PEOPLE													
Workforce Committee Chair's Report	WFC Chair	x		x		x		x		x		x	
DWOD Report	DWOD	x		x		x		x		x		x	
Guardian of Safe Working – Report	GSW			x		x		x				x	
QUALITY													
Quality & Risk Committee Chair's Report	Q&R Chair	x		x		x		x		x		x	
Combined Quality Report	CN/MD	x		x		x		x		x		x	
PERFORMANCE													
Performance Committee Chair's Report	PC Chair	x		x		x		x		x		x	
Performance Committee Chair's Report Integrated Performance Report (PIPR)	EDs	x		x		x		x		x		x	
<ul style="list-style-type: none"> Safe Effective Caring Responsive People Management and Culture Transformation Finance 													
GOVERNANCE													
Audit Committee Chair's Report	Audit Chair		x	x				x			x		x
Governance: <ul style="list-style-type: none"> Quality and Risk Committee Minutes Audit Committee Minutes Performance Committee Minutes Workforce Committee Minutes 	Q&R Chair Audit Chair PC Chair WFC Chair	x				x		x		x		x	
RESEARCH & EDUCATION													
Research & Education	MD/CN	x				x				x			
BOARD FORWARD PLAN													
Matters for Action/Escalation	AD-CG/EDs	x				x		x		x		x	
Items for Board Forward Planner	AD-CG	x				x		x		x		x	
Any Other Business	ALL	x				x		x		x		x	
ANNUAL ITEMS (Part I)													
Medical Revalidation Annual Report	MD					x							
GMC Survey Results	MD					x							

NHS Foundation Trust

Trustee Board		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Board of Trustees					X			x		x			x
Charitable Funds Committee				x			x		x			x	

Abbreviations:

CEO	Chief Executive	CFO	Chief Finance Officer
D/CEO &CCO	Deputy Chief Executive and Chief Commercial Officer	DWOD	Director of Workforce and OD
MD	Medical Director	DD	Director of Digital
CN	Chief Nurse	Eds	Executive Directors
COO	Chief Operating Officer	AD-CG	Associate Director of Corporate Governance