

AGENDA ITEM 5.i Board Annual Business Plan Part I

(x indicates current month and x indicates items that have been deferred)

Agenda Item / Issue	Lead	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Standing agenda items Part I													
Introductions, Apologies, Declaration of Interest	Chair	x	x	x	x		x	x	x	x		x	x
Minutes, Matters Arising, Actions Update	Chair	x	x	x	x		x	x	x	x		x	x
Chair's Report & CEO's Report	Chair & CEO	x	x	x	x		x	x	x	x		x	x
Patient Story	CN	x	x	x	x		x	x	x	x		x	x
Performance Committee Chair's Report	PC Chair	x	x	x	x		x	x	x	x		x	x
Integrated Performance Report (PIPR) <ul style="list-style-type: none"> • Safe • Effective • Caring • Responsive • People Management and Culture • Transformation • Finance 	EDs	M11	M12	M1	M2		M4	M5	M6	M7		M9	M10
Research & Education	MD/CN	x		x				x		x		x	
Q&R Chair's Report	Q&R Chair	x	x	x	x		x	x	x	x		x	x
Audit Committee Chair's Report	Audit Chair	x							x			x	
Governance <ul style="list-style-type: none"> • Board Assurance Framework • Combined Quality Report • Quality and Risk Committee Minutes • Audit Committee Minutes • Performance Committee Minutes 	TS CN/MD Q&R Chair Audit Chair PC Chair	x	x	x	x		x	x	x	x		x	x
Freedom to Speak Up Guardian's Report	FTSUG			x			x			x			x
Guardian of Safe Working – Report	GSW	x	x					x					
Workforce	DWOD	x	x	x	x		x	x	x	x		x	x
Matters for Action/Escalation	TS/EDs	x	x	x	x		x	x	x	x		x	x
Items for Board Forward Planner	TS	x	x	x	x		x	x	x	x		x	x
Any Other Business	ALL	x	x	x	x		x	x	x	x		x	x

Trust Committees 2021		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Council of Governors				x			x		x				x
Annual Members Meeting							x						
Appointments Committee (for NEDs)			x					x					
Remuneration and Nominations (For EDs)			x						x				
Quality & Risk Committee	Last Thursday	x	x	x	x	x	x	x	x	x	x	x	x
Performance Committee	Last Thursday	x	x	x	x	x	x	x	x	x	x	x	x
Strategic Projects Committee	Last Thursday	x		x		x		x		x		x	
Audit Committee ¹			x ¹		x			x			x		x
Trustee Board 2021		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	

NOTES

¹ The May Audit Committee meeting is followed by Board review and approval of the Annual Accounts

Abbreviations:

CEO	Chief Executive
CFO	Chief Finance and Commercial Officer
MD	Medical Director
CN	Chief Nurse
COO	Chief Operating Officer
DWOD	Director of Workforce and OD
DD	Director of Digital
EDs	Executive Directors
TS	Trust Secretary