

AGENDA ITEM 6i Board Forward Planner 2018-19

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	х	Х	Х	х	х	х	х	Х	х	x	х	х
Minutes, Matters Arising, Actions Update	Chair	х	х	х	х	х	х	х	Х	Х	х	Х	х
CEO's Report	CEO	х	х	х	х	х	х	х	х	х	х	х	х
Patient Story	DoN	х	х	х	х	х	х	х	х	х	х	х	х
Performance Committee Chair's Report	PC Chair	х	х	х	х	х	х	х	х	х	Х	х	х
Integrated Performance Report (PIPR) Safe Effective Caring Responsive People Management and Culture Transformation Finance	EDs	M12	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11
Research & Education	MD/DoN				X		X		х		X		X
Q&R Chair's Report	Q&R Chair			х		Х		Х		х		х	
Governance Combined Quality Report Quality and Risk Committee Minutes Audit Committee Minutes	EDs	x	х	х	x	X	х	х	х	X	х	X	X
Freedom to Speak Up Guardian's Report								Х			х		
Guardian of Safe Working - Report					Х			Х			х		
Workforce	DW&OD	х	х	х	Х	х	Х	Х	х	х	х	х	Х
Matters for Action/Escalation	TS/EDs	х	х	х	Х	х	Х	Х	х	х	х	х	Х
Items for Board Forward Planner	TS	х	х	х	Х	х	Х	Х	х	х	х	х	Х
Any Other Business	ALL	х	х	х	х	х	х	х	х	х	х	х	х
Strategic Developments (Part I)		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Research Strategy Clinical Education Strategy Nursing Strategy Workforce Strategy Digital Strategy Trust Strategy/Five Year Plan			x				x	х	x				



Annual Items (Part I)		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Annual Report and Accounts	DoF/DoN	_	Х										
Medical Revalidation Annual Report	MD						Х						1
Board Self-Certifications	DoF/TS		х										
General Condition 6 and Continuity of Services Condition 7 of the NHS Provider licence													
Corporate Governance Statement													
Training of Governors													
Consideration of Going Concern	DoF	X											
Gender Pay Audit & Action Plan									X				
Board Self-Assessment													
Review of Committee Cycle & Dates							Х						
Ad Hoc/Future Agenda Items		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
International Collaborations				Х									
NSTEACS (NSTEMI) Pathway						Х							
GMC Survey results							Х						
Board Learning Together Programme		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Presentations – Monthly Programme		_											
Information Governance(including GDPR)				Χ									
The role of the unitary board					X								
Emergency planning						X							
Trustee training – Charitable funds							Х						
 Leadership – well led review 								Х					
Safeguarding (MHA / DOLs)									Х				
Raising concerns / Whistleblowing										Х			
 Infection prevention and control 						1					X	1	
Equality and Diversity												Х	
EoL care													Х



Schedule of Trust Committees	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Board of Trustees												
Council of Governors			Х			Х		Х				Х
Annual Members Meeting Board of Director Reports Annual accounts; Any report of the auditor; Annual report; Forward planning information for the next fiscal year. Cog Reports Representative Membership; Membership Strategy; Proposed policy change re composition of the Cog.						х						
Remuneration and Nominations (For EDs)	х				х							
Quality & Risk Committee		Х		Х		Х		Х		Х		
Performance Committee	х	Х	X	X	Х	X	X	Х	Х	X	Х	X
Strategic Projects Committee	х	Х	Х	X	X	X	X	X	X	X	X	Х
Audit Committee		Х		X			X			X		X

Abbreviations

CEO	Chief Executive
DoF	Director of Finance
MD	Medical Director
DoN	Director of Nursing
COO	Chief Operating Officer
DW&OD	Director of Workforce and OD
DD	Director of Digital
EDs	Executive Directors
TS	Trust Secretary