AGENDA ITEM 6i
Board Forward Planner Part I: 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	x	x	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	x	x
Chair's Report & CEO's Report	Chair &CEO	x	x	x	x	x	x	x	x	x	x	x	x
Patient Story	CN	x	x	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	x	x
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/CN				x		x		x		x		x
Q&R Chair's Report	Q&R Chair			x		x		x		x		x	
Governance • Combined Quality Report • Quality and Risk Committee Minutes • Audit Committee Minutes	EDs	x	x	x	x	x	x	x	x	x	x	x	x
Board Assurance Framework	TS	x	x	x	x	x	x	x	x	x	x	x	x
Freedom to Speak Up Guardian's Report										x		x	
Guardian of Safe Working - Report					x			x			x		
Workforce	DW&OD	x	x	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	x	x
Items for Board Forward Planner	TS	x	x	x	x	x	x	x	x	x	x	x	x
Any Other Business	ALL	x	x	x	x	x	x	x	x	x	x	x	x
Strategic Developments (Part I)		**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**
Research Strategy								◉		x			
Clinical Education Strategy							◉			x			
Nursing Strategy													
Workforce Strategy									◉				
Digital Strategy			x										
Trust Strategy/Five Year Plan									x		x		
Quality Strategy				x			x			x			x

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

Item moved from original planned date : ◉

Schedule of Trust Committees		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Board of Trustees (as required)													
Council of Governors				x			x		x				x
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.							x						
Remuneration and Nominations (For EDs)		x				x							
Quality & Risk Committee			x		x		x		x		x		
Performance Committee		x	x	x	x	x	x	x	x	x	x	x	x
Strategic Projects Committee		x	x	x	x	x	x	x	x	x	x	x	x
Audit Committee			x		x			x			x		x

Abbreviations

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