



<b>Annual Items (Part I)</b>		<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>
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									x				
Board Self-Assessment													x
Review of Committee Cycle & Dates							x						
<b>Ad Hoc/Future Agenda Items</b>		<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>
International Collaborations				x									
NSTEACS (NSTEMI) Pathway						☐							
GMC Survey results						x	☐						
Sustainable Development Management Plan (TBC)				x									
7 day services Board Assurance						x							
<b>Board Learning Together Programme</b>		<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>
• CQC Fundamentals of Care (28.03.19)		x											
• (IPC Session Deferred)			-										
• Information Governance (including GDPR)				x									
• QI projects					x								
• Directors responsibilities/Trustee training – Charitable funds (extended session 1 hour)						x							
• Infection prevention and control							x						
• QI projects								x					
• Cyber (extended training session) (1HR 15 MINS)									x				
• (Strategy Workshop)										x			
• QI projects													
•												x	
•													x

Item moved from original planned date : ☐



**Royal Papworth Hospital**  
NHS Foundation Trust

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

**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