

The Shrewsbury and Telford Hospital NHS Trust

\*Private Sessions

**Trust Board Business Forward Plan**

	29 May 2014	Special Meeting 5 June 2014@5pm	26 June 2014	31 July 2014
<b>Standing Items</b>	Chair's Award Declaration of Interests – full list (DCG) Integrated Quality/Finance/Perform. Report & Board self-certifications HR Policies Committee reports Employment Issues* Future Fit update (DBE)(in CEO update) Health Economy-wide flow improvements (in IPR) Systems Strategy update Stakeholder Engagement People Strategy progress High Risk update * Employment Issues*		Chair's Award Patient Story Declaration of Interests – full list (DCG) Integrated Quality/Finance/Perform. Report & Board self-certifications (To include Learning from RCAs DNQ-Min 051; and Consultant Performance MD Min 067) HR Policies Committee reports Future Fit update (DBE) (in CEO update) Health Economy-wide flow improvements (in IPR) Systems Strategy update Stakeholder Engagement People Strategy progress High Risk update * Employment Issues*	Chair's Award Patient Story Declaration of Interests – full list (DCG) Integrated Quality/Finance/Perform. Report & Board self-certifications HR Policies Committee reports Future Fit update (DBE) (in CEO update) Health Economy-wide flow improvements (in IPR) Systems Strategy update Stakeholder Engagement People Strategy progress High Risk update * Employment Issues*
<b>Governance Schedule</b>	Quality Account 2013/14 sign off (DNQ) Board Assurance Framework (CEO)	Adoption of Annual Accounts and Approval of Management Representation Letter (FD)  Annual Report (CD)  Head of Internal Audit Opinion (FD)  Audit Committee Annual Report (AC Chair)  Annual Governance Statement (DCG)	FINAL Five Year Business Plan (CEO/DBE) Risk Management Strategy (DCG) Qly Complaints report (DNQ) Annual Reports 2013/14 <ul style="list-style-type: none"> <li>▪ Infection Control Prevention (DNQ/DIPC)</li> <li>▪ Safeguarding (DNQ)</li> <li>▪ Security Report (DCG)</li> <li>▪ Quality &amp; Safety Committee (DNQ)</li> <li>▪ Good Corp Citizen &amp; Sust.Development (DCG)</li> </ul> Charitable Funds budget (FD)	Quarterly Review of Strategic objectives (DBE)  Annual Review of Standing Orders, SFIs and Scheme of Delegation (FD)  Q1 (Apr-Jun 2014) Complaints Report (DNQ)  Revalidation Report (MD)
<b>Information Pack</b>	Draft Committee Minutes Committee reports HR Policies		Draft Committee Minutes Committee reports HR Policies	Draft Committee Minutes Committee reports HR Policies
<b>Items Carried Forward from meetings</b>	HR Policies – Guidance for NEDs expenses from TDA (1/031 – 27 Mar 2014) (WD)  Review of workforce risks arising from provision of dual site services (1/040 – 27 Mar 2014) (CEO)  NEDs Responsibility Performance Framework (2/008.1 – 27 Mar 2014) (WD)  Approve Financial Strategy 2014-15 (FD)		Winter Plan for Emergency Services – formal review of Health Economy (1/028 27 Mar 2014) (COO)  People Strategy – Workforce Transformation (1/053 – 27 Mar 2014)  Booking & Scheduling (1/051) COO – 26 Jun 2014)	
<b>Other</b>	Clinical Service Strategy – W&C – C Smith		Volunteer Strategy (DCG) NHS England – Hard Truths Commitments re. publishing of staffing data (DNQ) Clinical Service Strategy – Diagnostics including Radiology and Pathology	

NB: As Required – Operational Exception Flash Reports/Schedules for Tender/ Annual Review Enabling Strategies Updated 200514