

* Private Sessions

Enclosure 2

Trust Board Business Forward Plan June - Sep 2013

	27 June 2013	25 July 2013	AGM - 12 September 2013	26 September 2013
Standing Items	Chairman's Award Integrated Quality, Finance & Performance Report HR Policies Serious untoward incidents *	Chairman's Award Integrated Quality, Finance & Performance Report HR Policies Serious untoward incidents *		Chairman's Award Integrated Quality, Finance & Performance Report HR Policies Serious untoward incidents *
Governance Schedule	Annual Report 2012/13 (FD) Quality Account 2012/13 sign off (DQS) Quality Improvement Strategy (DQS) Annual Reports <ul style="list-style-type: none"> ▪ Annual Infection Control Report (DQS and DIPC) ▪ Safeguarding Annual Report (DQS) ▪ Annual Security Report 2012/13 (DCG) 	R&D Report (MD) Audit Committee Report (DCG) Quarterly Review of Strategic Objectives (DBE) Sustainable Development Annual update (DCG) Workforce Strategy (WD) Annual Review of SOs & SFIs (FD) Quality Governance Framework Action Plan (BGAF) (DQS) Detailed CIPs for 2014/15 & 2015/16 (FD) Annual Reports <ul style="list-style-type: none"> ▪ Professional Education (MD & DQS) ▪ Good Corporate Citizen (DCG) ▪ Q&S Committee Annual Report (DQS) 	Annual Report and Summary Financial Statement (FD) Annual Accounts 2012/13	Sign off Annual Audit letter for 2012/13 (FD) Annual Accountable Office Report on controlled drugs (CEO) Board Assurance Framework/Risk Register (DCG) QIPP Update (FD) (BGAF 3.2.3b)
Information Pack	Committee Minutes and HR policies			Committee Minutes
Items Carried Forward from meetings	<ul style="list-style-type: none"> • Present recommendation of tenders for the commercial partner for the purposes of sale or to outsource the Trust's CSSD Unit. (DT)* - 31 Jan 2013 • Medical Records Business Case* (FD) - 29 Nov 2013 T/Brd • Cultural OD Review to be developed* (WD) - Apr & May 2013 T/Brd; • Clinical Service Strategy update - Apr 13 Board Development session. • Mortality – initial findings of review (MD) Apr 2013 T/Brd – included in IPR <p>SITE VISIT – W&C UNIT, PRH – 3.30 PM</p>	<p>Update on Educational Programme including Medical Staff Appraisals (MD) May T/Brd.</p> <p>Performance Management Framework and Strategy (COO) (T/Brd May 2013)</p> <p>Winter Plan (COO)– Feb & May 2013 T/Brd</p> <p>PCI update* (Hazel Davies) Medicine</p>		<p>CIP QIAs (DQS) <i>Clinical Service Strategy - Detailed paper on Way Forward (DBE)</i> <i>Breast Screening update – M.Metelko/COO</i></p> <p>Risk Summit Review (CEO) May T/Brd.</p> <p>"TOPPING OUT" CEREMONY, W&C UNIT PRH @ 3.30 pm</p>

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

Updated 19 June 2013