

* Private Sessions

Enclosure 2

Trust Board Business Forward Plan

	AGM - 12 September 2013	26 September 2013	31 October 2013	28 November 2013	December - NO MEETING
Standing Items		Chairman's Award Integrated Quality/Finance/Perform. Report HR Policies Serious untoward incidents * Committee reports - <i>Workforce Committee summary to include Appraisal Recovery Plan (WD) Jul T/Brd</i>	Chairman's Award Integrated Quality/Finance/Perform. Report HR Policies Serious untoward incidents * Committee reports	Chairman's Award Integrated Quality/Finance/Perform. Report HR Policies Serious untoward incidents * Committee reports	
Governance Schedule	Annual Report and Summary Financial Statement (FD) Annual Accounts 2012/13	Sign off Annual Audit letter for 2012/13 (FD) Board Assurance Framework/Risk Register (CEO) Ann.Review SOs/SFIs/Scheme of Delegation (FD) R&D Annual Report (MD) Integrated Education Annual Report (WD/MD/DQS) Note: Mary Beales co-ordinating	Six-monthly strategic objectives review (DBE) FT Update (DCG) QIPP Programme Update (FD) (BGAF 3.2.3b)	Refresh Market Assessment (DBE) Use of Corporate Seal (DCG) Dates of Trust Board 2014 (DCG)	
Information Pack		Committee Minutes	Committee Minutes	Committee Minutes	
Items Carried Forward from meetings		<i>Clinical Services Review Update* (CEO)</i> <ul style="list-style-type: none"> • <i>Winter Plan update (COO) Jul T/Brd</i> • <i>Falls Action Plan update (DQS) Jul T/Brd</i> • <i>CQC Action Plan Update (DQS) Jun T/Brd</i> • <i>Summary CIP & QIA progress update in IPR (FD) Jul T/Brd</i> • <i>Stroke service update & QIA (CD)</i> 	Clinical Services Review (CEO) <i>Breast Screening update – M.Metelko/COO</i> <ul style="list-style-type: none"> • <i>People Strategy (WD) Jun T/Brd.</i> • <i>Committee ToR Review (DCG) Jun T/Brd</i> 	<i>Training Update (WD) Jun T/Brd</i>	
Other		"TOPPING OUT" CEREMONY, W&C UNIT PRH @ 3.30 pm	<ul style="list-style-type: none"> • FT Board Governance Assurance Framework (DCG) • Quality Gov. Framework Action Plan (QGAF) (DQS) • Travel Plan (FD) Public Session • Cancer Patient Experience Survey and Action Plan (COO) 		

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

Updated 17 September 2013