

## KHT PUBLIC BOARD FORWARD PLAN 2014 – 2015

MONTHS	Standing items	Quality and Performance	Strategy, Policy and Implementation	Governance and Assurance	Information and approval	Board Committee minutes/Chairs reports/annual reports
<b>November 2014</b>	<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Action log</li> <li>• Chairman's report</li> <li>• CEO report</li> </ul>	<ul style="list-style-type: none"> <li>• Patient Story (DB)</li> <li>• Quality and Safety (JW)</li> <li>• Corporate Performance (ST)</li> <li>• Finance (SM)</li> <li>• Productivity update (NH)</li> <li>• Progress update on Q strategy</li> <li>• Update on Junior Doctors (JKW/GMc)</li> <li>• Q Workforce report (TR) (inc actions to address turnover)</li> </ul>	<ul style="list-style-type: none"> <li>• Progress report on Corporate Objectives (KG)</li> <li>• Draft corporate objectives for 2015/16</li> <li>• Q2 Monitor return</li> <li>• Capital plan</li> <li>• Progress report on fundraising strategy</li> <li>• Update on the Patient Assembly proposals</li> </ul>	<ul style="list-style-type: none"> <li>• BAF (SM)</li> <li>• CRR</li> </ul>	<ul style="list-style-type: none"> <li>• Board forward plan (DL)</li> </ul>	<ul style="list-style-type: none"> <li>• FIC committee report (SM/MJ)</li> <li>• QAC committee report (JB/CI)</li> <li>• Audit committee report (LC/JMC)</li> <li>• CFC report</li> </ul>
<b>January 2015</b>	<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Action log</li> <li>• Chairman's report</li> <li>• CEO report</li> </ul>	<ul style="list-style-type: none"> <li>• Patient Story (DB)</li> <li>• Quality and Safety (JW)</li> <li>• Corporate Performance (ST)</li> <li>• Finance (SM)</li> <li>• Productivity update (NH)</li> <li>• Quality Governance annual review</li> </ul>	<ul style="list-style-type: none"> <li>• Progress report on Estates strategy</li> <li>• Progress report on Recruitment and Retention</li> <li>• Progress report on dementia strategy</li> <li>• Approval of Corporate Objectives for 2015/16</li> <li>• Risk Management Strategy</li> <li>• Update on progress with SLM</li> </ul>	<ul style="list-style-type: none"> <li>• BAF (SM)</li> </ul>	<ul style="list-style-type: none"> <li>• Board forward plan (DL)</li> <li>• Board development plan for 2015/16</li> </ul>	<ul style="list-style-type: none"> <li>• FIC committee report (SM/MJ)</li> <li>• QAC committee report (JB/CI)</li> <li>• Audit committee report (LC/JMC)</li> <li>• CFC report and annual accounts for approval</li> </ul>
<b>March 2015</b>	<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Action log</li> <li>• Chairman's report</li> <li>• CEO report</li> </ul>	<ul style="list-style-type: none"> <li>• Patient Story (DB)</li> <li>• Quality and Safety (JW)</li> <li>• Corporate Performance (ST)</li> <li>• Finance (SM)</li> <li>• Productivity update (NH)</li> </ul>	<ul style="list-style-type: none"> <li>• Membership engagement update</li> <li>• Sign off Annual Plan (RB)</li> <li>• Draft Budgets for 2015/16 (SM)</li> <li>• Progress report on Corporate Objectives (KG)</li> <li>• Review of progress on the PPI Strategy (DB)</li> <li>• Operating Plan for 2015/16</li> </ul>	<ul style="list-style-type: none"> <li>• CRR (KG)</li> <li>• Board statements for approval (DL)</li> <li>• Annual review of SO's, SFI's</li> </ul>	<ul style="list-style-type: none"> <li>• Board forward plan</li> <li>• Register of interests</li> </ul>	<ul style="list-style-type: none"> <li>• FIC committee report (SM/MJ)</li> <li>• QAC committee report (JB/CI)</li> <li>• Audit committee report (LC/JMC)</li> <li>• CFC report</li> </ul>

MONTHS	Standing items	Quality and Performance	Strategy, Policy and Implementation	Governance and Assurance	Information and approval	Board Committee minutes/Chairs reports/annual reports
			<ul style="list-style-type: none"> <li>• Sign off capital programme</li> <li>• Note the Q4 Monitor submission will be approved at FIC in April as will budget sign off</li> </ul>	and scheme of delegation		<u>Annual Reports</u> <ul style="list-style-type: none"> <li>• Information Governance Committee Annual report (required) (SM)</li> </ul>