

KHT PUBLIC BOARD FORWARD PLAN 2016-17

MONTHS	Standing items	Quality and Performance	Strategy, Planning, Policy and Implementation	Governance and Assurance	Information and approval/annual reports	Board Committee minutes/Chairs reports
December 2016	<ul style="list-style-type: none"> Minutes Action log Chairman's report CEO report 	<ul style="list-style-type: none"> Patient Story (DB) Integrated Quality, Performance & Workforce Report (RW/JKW/KC) Finance (JF) Emergency Care Programme Board (RW) Nursing, midwifery and care staffing establishment update (DB) Medical Appraisals (JKW) 	<ul style="list-style-type: none"> Proposed corporate objectives for 2017-18 (RB/AR) Fundraising progress report (JF) Estates strategy (JF) PPI Strategy progress (DB) Junior Doctors contract (JKW) IM&T Strategy (JKW) 	<ul style="list-style-type: none"> Q2 NHS Improvement submission (SS) BAF (SS) CRR (SS) Review committee structure (SS) 	<ul style="list-style-type: none"> Use of the seal (SS) 	<ul style="list-style-type: none"> Audit committee (JMC) FIC committee (JU) QAC committee (CS) CFC (JMC) Workforce Committee (SH)
January 2017	<ul style="list-style-type: none"> Minutes Action log Chairman's report CEO report 	<ul style="list-style-type: none"> Patient Story (DB) Integrated Quality, Performance & Workforce Report (RW/JKW/KC) Finance (JF) Emergency Care Programme Board (RW) 	<ul style="list-style-type: none"> Quality Governance Framework (DB) Quality Account priorities (DB) Approval of Corporate Objectives for 2017-18 (KG/RB) Dementia strategy progress (DB) 	<ul style="list-style-type: none"> Risk Management Strategy annual approval (SS) Q3 NHS Improvement submission (SS) BAF (SS) 	<ul style="list-style-type: none"> CFC Annual report and accounts 	<ul style="list-style-type: none"> FIC committee QAC committee (CS) Audit committee (JMC) Workforce Committee (SH)
March 2017	<ul style="list-style-type: none"> Minutes Action log Chairman's report CEO report 	<ul style="list-style-type: none"> Patient Story (DB) Integrated Quality, Performance & Workforce Report (RW/JKW/KC) Finance (JF) Emergency Care Programme Board progress (RW) Staff survey results (KC) 	<ul style="list-style-type: none"> Membership engagement Sign off Annual Plan (RB) Draft Budgets for 2017-18 (JF) Full review of performance against Corporate Objectives (AR) Operating Plan for 2017-18 (RB) Sign off capital programme (JF) 	<ul style="list-style-type: none"> Board statements for approval (AR) Annual review of SO's, SFI's and scheme of delegation (JF) Well Led review action plan (SS) BAF (SS) CRR (SS) 	<ul style="list-style-type: none"> Board forward plan (SS) Register of interests (SS) Board development plan for 2016-17 (SS) Use of the seal (SS) 	<ul style="list-style-type: none"> FIC committee QAC committee (CS) Audit committee (JMC) CFC (JMC) Workforce Committee (SH) <p><u>Annual Reports</u></p> <ul style="list-style-type: none"> Information Governance Committee Annual report (required) (JF)
May 2017	<ul style="list-style-type: none"> Minutes 	<ul style="list-style-type: none"> Patient Story (DB) 	<ul style="list-style-type: none"> Dementia strategy (DB) 	<ul style="list-style-type: none"> Q4 NHS 		<ul style="list-style-type: none"> FIC committee

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	<ul style="list-style-type: none"> • Action log • Chairman's report • CEO report 	<ul style="list-style-type: none"> • Integrated Quality, Performance & Workforce Report (RW/JKW/KC) • Finance (JF) • Emergency Care Programme Board (RW) • Medical Appraisal (JKW) • Nursing establishment (DB) • Quality account (DB) • Review of Corporate Objectives 	<ul style="list-style-type: none"> • IM&T progress (JKW) • Infection prevention and control annual report (DB) • Review of Winter (RW) 	<ul style="list-style-type: none"> • Improvement submission (SS) • Annual report and accounts (JF) • BAF (SS) 		<ul style="list-style-type: none"> • QAC committee (CS) • Audit committee (JMC) • CFC (JMC) • Workforce Committee (SH)