

Trust Board Forward Plan 2020/21 and Log of Agenda Items and Actions Postponed

Agenda items postponed

	Quality, Safety and Risk	Workforce	Finance & Estates	Governance
Postponed from April 2020 meeting	<ul style="list-style-type: none"> • Dementia Strategy • Volunteering Strategy • Organ Donation Annual Report 	<ul style="list-style-type: none"> • Staff Survey 2019 and Action Plan 		<ul style="list-style-type: none"> • Action Log items carried forward • Register of Interests and annual declarations for Fit and Proper Persons Test
Postponed from June 2020	<ul style="list-style-type: none"> • Research & Development Annual Report 	<ul style="list-style-type: none"> • Medical Education/GMC survey Annual Report • Medical Appraisal & Revalidation Annual Report • Equality & Diversity Annual Report 		<ul style="list-style-type: none"> • Action Log items carried forward • Board Assurance Framework
Postponed from July 2020	<ul style="list-style-type: none"> • CNST incentive scheme • Safe Staffing 		<ul style="list-style-type: none"> • Sustainable Development Management Plan 	<ul style="list-style-type: none"> • Action Log items carried forward • Charity Report • Board Assurance Framework

Actions postponed

Ref	Paper/Agenda Item Ref	Board meeting Date action arose	ACTIONS	Resp	Date Due	Progress	RAG
The following actions are on hold and logged for later follow up							
7.4	Integrated Quality & Operational Compliance Report	29.01.20	Develop an integrated approach to external communications on preventative measures across the community.	JF			
7.6	Integrated Quality & Operational Compliance Report	29.01.20	Review learning from deaths reporting to the Board.	AG			
11.9	Guardian of Safe Working	29.01.20	Follow up issues around bank shift payments and inclusion of all doctors in the safe working reporting mechanisms.	KC			
26	Questions from the Public	29.01.20	Consider what more could be done to reinforce to HCAs the value of their role to the organisation.	SBr			

Forward Plan 2020/21

**timing of all items may be subject to change due to Covid-19 pandemic response*

Meeting dates	Standing Items	Quality and Performance	Strategy, Planning, Policy and Implementation	Annual Reports	Governance and Assurance
30th September 2020	<ul style="list-style-type: none"> • Minutes • Action log • Chairman's report • CEO report 	<ul style="list-style-type: none"> • Patient Story • Integrated Quality & Performance Report • Finance • Adult Inpatient Survey • Cancer Survey 	<ul style="list-style-type: none"> • Trust Objectives 2020/21 • Volunteering Strategy 	<ul style="list-style-type: none"> • Patient Experience • Information Governance • Health & Safety • Freedom to Speak Up 	<ul style="list-style-type: none"> • Board Assurance Framework (SS) • Record of Business discussed in private • Committee Chairs reports • Charity Report • Register of sealing
1st December 2020	<ul style="list-style-type: none"> • Minutes • Action log • Chairman's report • CEO report 	<ul style="list-style-type: none"> • Patient Story • Integrated Quality & Performance Report • Finance • 7 Day Services Board Assurance Framework 	<ul style="list-style-type: none"> • Mid-year review of progress with Quality Priorities 	<ul style="list-style-type: none"> • Annual Charity Accounts • Infection Prevention & Control Annual Report • Safeguarding Annual Report 	<ul style="list-style-type: none"> • Board Assurance Framework • Record of Business discussed in private • Committee Chairs reports • Charity Report
January 2021	<ul style="list-style-type: none"> • Minutes • Action log • Chairman's report • CEO report 	<ul style="list-style-type: none"> • Patient Story • Integrated Quality & Performance Report • Finance 	<ul style="list-style-type: none"> • Corporate Objectives for 2020/21 • End of Life Strategy • Safe Staffing 	<ul style="list-style-type: none"> • Guardian of Safe Working • Emergency Preparedness 	<ul style="list-style-type: none"> • Board Assurance Framework • Record of Business discussed in private • Committee Chairs reports • Charity Report • Register of sealing
March 2021	<ul style="list-style-type: none"> • Minutes • Action log • Chairman's report • CEO report 	<ul style="list-style-type: none"> • Patient Story • Integrated Quality & Performance Report • Finance • Staff Survey 	<ul style="list-style-type: none"> • Volunteering Strategy • Dementia Strategy • Annual Operating Plan • Budget 21/22 	<ul style="list-style-type: none"> • Register of Interests • Organ Donation 	<ul style="list-style-type: none"> • Board Assurance Framework • Record of Business discussed in private • Committee Chairs reports • Charity Report • Condition G6 & Cos7 declaration