

## Trust Board – Rolling Annual Work Plan

Trust Board Date	PUBLIC	PRIVATE
	Item	Item
January	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Quarterly Quality Report</li> <li>▪ Self Certification</li> </ul>	<ul style="list-style-type: none"> <li>▪ Outline Annual Business Plan</li> </ul>
February	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Self Certification</li> <li>▪ 6 Monthly Strategic Objectives Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Risk Register.</li> <li>▪ Draft Annual Business Plan</li> <li>▪ Contract Negotiations</li> <li>▪ Update on Emergency Flow and Performance</li> </ul>
March	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Final Annual Business Plan</li> <li>▪ National Staff Survey</li> <li>▪ Self Certification</li> </ul>	
April	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Quarterly Quality Report</li> <li>▪ DIPC Annual Report</li> <li>▪ Self Certification</li> </ul>	<ul style="list-style-type: none"> <li>▪ National Staff Survey</li> <li>▪ Quality Accounts</li> </ul>
May	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Inpatient Survey Report</li> <li>▪ Self Certification</li> </ul>	<ul style="list-style-type: none"> <li>▪ Risk Register</li> </ul>
June	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Annual Paediatric Safeguarding Report</li> <li>▪ Annual Adult Safeguarding Report</li> <li>▪ Self Certification</li> </ul>	<ul style="list-style-type: none"> <li>▪ Staff Survey - progress against identified actions</li> <li>▪ Annual Governance Statement</li> <li>▪ Annual Accounts</li> <li>▪ Annual Report</li> </ul>
July	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Quarterly Quality Report</li> <li>▪ Annual Staff Health and Well-being Report</li> <li>▪ Annual Complaints Report</li> <li>▪ Self Certification</li> <li>▪ Qtr 1 delivery against Business Plan</li> </ul>	
August	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Self Certification</li> <li>▪ 6 Monthly Strategic Objectives Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Risk Register</li> <li>▪ Annual General Meeting</li> </ul>
September	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Self Certification</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual Leadership and succession planning Report</li> </ul>
October	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> <li>▪ Annual Audit Letter</li> <li>▪ Quarterly Quality Report</li> <li>▪ Qtr 2 delivery against Business Plan</li> </ul>	
November	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual Learning &amp; Education Report</li> <li>▪ Risk Register</li> <li>▪ Progress against Staff Survey Action Plans</li> </ul>
December	<ul style="list-style-type: none"> <li>▪ Integrated Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Charitable Funds Accounts</li> </ul>