

**Trust Board – Rolling Annual Work Plan**

Trust Board Date	PUBLIC	PRIVATE
	Item	Item
<b>April</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Final Annual Business Plan</li> <li>▪ Quarterly Quality Report</li> <li>▪ Audit Committee Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> <li>▪ Draft Quality Account</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>▪ Staff Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Risk Register</li> <li>▪ SIRO Report</li> <li>▪ Audit Committee Report</li> <li>▪ Quarterly Research &amp; Innovation Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Complaint</li> <li>▪ Annual Governance Statement</li> <li>▪ Annual Accounts</li> <li>▪ Annual Report</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Final Quality Account</li> <li>▪ Annual Paediatric Safeguarding Report</li> <li>▪ Audit Committee Report</li> <li>▪ Staffing Capacity and Capability Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> <li>▪ Performance against NHS Constitution</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>▪ Staff Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Quarterly Quality Report</li> <li>▪ Annual Staff Health and Well-being Report</li> <li>▪ Qtr 1 delivery against Business Plan</li> <li>▪ Annual Adult Safeguarding Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Complaint</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Quarterly Research &amp; Innovation Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>▪ Staff Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Annual Planning for 14/15</li> <li>▪ Winter Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Complaint</li> <li>▪ Performance against NHS Constitution</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Audit Committee Report</li> <li>▪ Annual Complaints Report</li> <li>▪ DIPC Annual Report</li> </ul>	
<b>October</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Quarterly Quality Report</li> <li>▪ Qtr 2 delivery against Business Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Risk Register</li> <li>▪ Audit Committee Report</li> <li>▪ Quarterly Research &amp; Innovation Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Complaint</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Staffing Capacity and Capability Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>▪ Staff Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Quarterly Quality Report</li> <li>▪ Equality &amp; Diversity Annual Report</li> <li>▪ Charitable Funds Accounts</li> <li>▪ Audit Committee Forward Planner</li> <li>▪ Organ Donation Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Outline Annual Business Plan</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> <li>▪ Performance against NHS Constitution</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>▪ Patient Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ Quarterly Research &amp; Innovation Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Complaint</li> <li>▪ Contract Negotiations</li> <li>▪ Procurement Strategy</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>▪ Staff Story</li> <li>▪ Chief Executive Report</li> <li>▪ Integrated Performance Report</li> <li>▪ Self-Certification</li> <li>▪ Assurance Framework</li> <li>▪ Charitable Funds Update</li> <li>▪ National Staff Survey</li> <li>▪ Annual Plan and Contract Negotiations</li> <li>▪ Research &amp; Development Strategy</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quality Report (SUI's)</li> <li>▪ Papers for noting</li> <li>▪ Example of Incident</li> </ul>