

**Public and Private Board - Cycle of Business 2023-24**

BOARD	May	July	September	November	January	March
<b>Private Board</b>						
<b>Private Board</b>	ICS updates  Health Inequalities Review of employee relation activities & timescales Board development session reflections  Serious Incidents update	ICS updates  Board Assurance Framework  Board development session reflections	ICS updates  Bi annual review Well-Led Improvement Plan 2023-24	ICS updates  Review of employee relation activities & timescales Board development session reflections  Serious Incidents update  Strategy Review including the enabling strategies	ICS updates  Draft Annual Cost Improvement Plans Draft Annual Operational Plan  Board development session reflections  Productivity	ICS updates  Final Annual Operational Plan 2024-2025 Board Assurance Framework  Bi-annual review of Well-Led Improvement Update
BOARD	May	July	September	November	January	March
<b>Public Board</b>						
Reporting Period	Feb-Mar	Apr-May	Jun-Jul	Aug-Sep	Oct-Nov	Dec-Jan
<b>Standing Items</b>	Patient Story  Integrated Performance Report  Chief Executive's Report including BAF	Patient Story  Integrated Performance Report  Chief Executive's Report including BAF	Staff Story  Integrated Governance Report  Chief Executive's Report including BAF	Patient Story  Integrated Governance Report  Chief Executive's Report including Freedom to Speak Up bi-annual update and BAF	Patient Story  Integrated Governance Report  Chief Executive's Report including BAF	Staff Story  Integrated Governance Report  Chief Executive's Report including BAF
<b>Strategy</b>	Bi-annual review of delivering the business plan		<b>Delivery of people strategy</b>		Bi-annual review of delivering the business plan	<b>Delivery of people strategy</b>
<b>Annual Reports</b>	Quality Account  Annual Self-Certification for NHS Trusts Annual Slavery and Human Trafficking Statement (annex to CEO Report)  Annual review of board effectiveness  Diversity & Inclusion Annual Report	Annual Freedom to Speak Up Guardian Report	Annual Claims & Litigation Report  Medical Revalidation Report including Guardian of Safe Working Hours Annual Report  Emergency Preparedness, Resilience and Response (EPRR) Core Standards	Annual Winter Planning Assurance		Annual review of effectiveness including review of terms of reference & cycle of business.  Annual Staff Survey Results  Annual Budget Report
<b>Other</b>	Bi-annual Workforce Review  Learning from Deaths Quarterly Report (Q3 & Q4)		Learning from Deaths Quarterly Report (Q1)	Bi-annual Workforce Review	Bi-annual update on Implementing Carter Report on Productivity  Learning from Deaths Quarterly Report (Q2)	Delegation of Annual Report and Accounts Sign-off
<b>Key Issues &amp; Escalations from Other Committees</b>	Audit Committee Quality Improvement & Safety Committee Remuneration CCS/CPFT Joint Children's Partnership Board People Participation (verbal)	Extraordinary Audit Committee Quality Improvement & Safety Committee Infrastructure Committee People Participation ( report for info) Audit Committee	Quality Improvement & Safety Committee People Participation Committee Infrastructure Committee CCS/CPFT Joint Children's Partnership Board	Infrastructure Committee Audit Committee Remuneration Committee CCS/CPFT Joint Children's Partnership Board Charitable Funds	People Participation Quality Improvement & Safety Committee	Charitable Funds People Participation Committee Infrastructure Committee Audit Committee CCS/CPFT Joint Children's Partnership Board

Public and Private Board Meetings