

Public Board - Work Programme

		2022	2022	2022	2022	2022	2023
Item	Exec Lead	Mar	May	Jul	Sep	Nov	Jan
Submission of Papers		16th					
Board of Director Meeting Dates 2021		23rd	25th	27th	28th	23rd	25th
Quarterly reporting schedule		Q3	Q4		Q1	Q2	
Standing Items							
Experience Story		Service User	Service User	Service User	Service User	Carer	Service User
Board Business Programme	Dir Corp Gov	X	X	X	X	X	X
Board Committee Activity (AAA) Reports	NEDS	X	X	X	X	X	X
Chair and Non Executive Directors Report	Chair	X	X	X	X	X	X
Chief Executive's Briefing	JD	X	X	X	X	X	X
Finance Report	PE	X	X	X	X	X	X
Governor/Membership Matters (inc in Chair/NED Report)		X	X	X	X	X	X
Strategic Objective 1 Covid : Recovering Effectively							
Covid-19	BM	X	X	X	X	X	X
Strategic Objective 2 CQC Getting Back to Good: Continuing to improve							
Back to Good Programme	MH	X	X	X	X	X	X
Integrated Performance and Quality Report	PE	X	X	X	X	X	X
Well-Led Development Programme (Presented as part of Back to Good reporting)	Dir Corp Gov						
Strategic Objective 3 Transformation : Changing things what will make a difference							
Transformation Portfolio Report	PK	X	X	X	X	X	X
People							
Equality and Human Rights Report	CP					X	
Fit and Proper Person Declaration	Dir Corp Gov			X			
Freedom to Speak Up Guardian Report	Dir Corp Gov				X		
Gender Pay Gap Report	CP	X				Progress Update	
Staff Survey Results and Action Plan	CP	X results		X action plan			
Workforce Disability Equality Standard (WDES)	CP				X		
Workforce Race Equality Standard (WRES)	CP				X		
People Plan	CP	X		X	X	X	
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Governance							
Annual Accounts -rescheduled date due to C19	PE	X (D)	X (D)	X (D)			
Annual Governance Statement	Dir Corp Gov		X				
Annual Report	Dir Corp Gov		X				
Annual Review of Committee Effectiveness	Dir Corp Gov				X		
Board Assurance Framework	Dir Corp Gov	X	X		X	X	
Corporate Risk Register	Dir Corp Gov	X	X		X	X	
Eliminating Mixed Sex Accommodation Compliance	BM		X				
Emergency Preparedness, Resilience and Response Report	BM				X		
PLACE Report. Reportd bi-annually to QAC	PK		x			No National programme 21	PLACE LITE Report to BOD
Quality Account	BM		X				
Register of Interests, Register of Hospitality, Sponsorship & Gifts	Dir Corp Gov		X				
Register of Sealings	Dir Corp Gov			X			
Review of SFIs/SO and Scheme of Delegation	Dir Corp Gov				X		
Safer Staffing	BM			X			X
Annual Reporting							
Controlled Drugs Accountable Officer Annual Report	MH/AA			X			
Infection, Prevention and Control Annual Report	BM	X			Annual		
Medical Appraisal and Revalidation Annual Report	MH/SG				X		
Annual Operational Plan	PK/JR	X ?approval					
Green Plan	PE						X
Safeguarding Adults/Children Annual Report	BM				X		
Other Routine Reporting							
Guardian of Safe Working	MH	X	Q4 and Annual		X	X	
Mortality Review	MH	X	Q4	Annual	Q1	Q2	
Research and Development							

Annual Research and Development Report	MH						X
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Strategies Bring Forward							
Research, Innovation and Effectiveness Strategy	MH						
Service User Engagement and Experience Strategy	BM						
Sustainability Strategy	PE						
Finance Strategy FPC June 2022 BoD June 2022	PE						
Quality Strategy	Salli Midgley (BM)						
People Strategy	CP				X		
BRING FORWARD							
Quality Improvement Update (Bi annual)	MH						X
New guidance on enhancing board oversight	Chair/S Rudd						X
Learning Disability & Autism in-depth review	MH						X
South Yorkshire and Bassetlaw Integrated Care System ICS Development - Update (Trust response by 28 May) email Jeanine for BOD Bring Forward 23/4	JD/MP		X				
Therapeutic Environments/ New Build SOC in depth review	BM		X				
People Programme/Strategy (Workforce) in-depth review	CP	X					
Community Mental Health Team Review in-depth review	BM	X					
Primary Care Mental Health in-depth review	MH			X			
Leaving Fulwood/ New HQ in-depth review	PE				X		
EPR Implementation in-depth review	BM					X	
Community Facilities	PE						X
Staff Survey results -verbal report on timeline to Pub BoD Marc 22; Results to Con BoD April 22; results to Pub Bod May 22			X				
Annual Operational Plan	PK JR	X					

Board Pt 2 Confidential - Work Programme

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Standing Items							
Experience Story reflection	All	X	X	X	X	X	X
Strategies Bring Forward							
Service User Engagement and Experience Strategy						Discuss	Discuss
Sustainability Strategy	PE					Discuss	
Quality Account (email TB 7.3.22 re timetable:to QAC Mar 22, draft report to May Pub BoD, final report of QAC Jun 22, public meeting for 10 mins for approval)		TB/BM	X				
Procurement Strategy -discussed at FPC 10.3.22. To be given to BoD for information. Matt White to confirm timeframe - ? Back to FPC May 22, and then BoD							
Quality Strategy BOD PT2 Conf Nov, QAC Jan/Feb, BOD Approve Feb, Ratify Public March 22 email JR Oct 2021	Salli Midgley (BM)					Off Trajectory Deferred from Nov New timeline TBC	
BRING FORWARD							
PLACE Nursing home Report	BM/PK						
Community Mental Health Team/Recovery team	BM	X					
Integrated Care Board development (Ltr Pearse B and Trust response 1/11, suggestion BOD discussion)	Chair					X	

