JOINT BOARD WORK PLAN 2026 - 27

Public both | Public ASPH | Public RSFT
Private both | Private ASPH | Private RSFT

D - Decision I - Information
A - Assurance

ITEMS	Lead Director	Sep-26	Nov-26	Jan-27	Mar-27	May-27	Jul-27
Introductory Reports							
Chair's report	Group Chair	A	A	A	A	A	A
CEO report	Group CEO	A	A	A	A	A	A
Patient/QI story/ Staff story	As per SOP	A	A	A	A	A	A
Quality & Patient Experience							
Draft Quality Account Priorities	Medical Director / Chief Nurse				A		
Draft Quality Account	Medical Director / Chief Nurse					A	
Annual Safeguarding adults and children report	Chief Nurse					A	
Maternity CNST (Clinical Negligence Scheme for Trusts) Annual Report	Medical Director			D			
Safety in Maternity Services & Perinatal Quality Surveillance	Medical Director	A	A	A	A	A	A
Maternity & Neonatal Report/includes CNST Quarterly Report	Chief Nurse	A	A	A	A	A	A
Midwifery Safe Staffing Oversight Report	Chief Nurse			A		A	
Nursing and Midwifery safe staffing & ward establishments	Chief Nurse			A			A
Quality Portfolio Complex Case List	Medical Director / Chief Nurse	I	I	I	I	I	I
Patient Safety Incidents and Never events & Coroner's inquests report	Medical Director		A			A	
Professional concerns	Medical Director & Chief Nurse	A	A	A	A	A	A
PSIRF Policy (every 2 years November)	Medical Director / Chief Nurse						
Flu planning report (including Covid)	Chief Nurse / Chief People Officer	A					
Flu performance report (including Covid)	Chief Nurse / Chief People Officer				A		
Infection prevention and control annual report	Director of Infection Prevention & Control						A
Learning From Lives and Deaths - Patients with Learning Disabilities & Autism	Medical Director						A
Learning from Deaths and End of Life Care	Medical Director	A	A		A	A	
Medical Appraisal and Revalidation	Medical Director	D					
Organ donation annual report	Medical Director						A
Corridor care report	Medical Director					A	
Patient Experience Report and national annual survey	Chief Nurse					A	
Complaints Annual Report	Chief Nurse						A
PLACE (patient led assessments of care environment) Report	Finance Director					A	
Bridging the interface (primary & secondary care)	Medical Director	A			A		
Mortuary assurance report	Chief Operating Officer / Medical Director				A		
Perinatal staffing	Chief Nurse			A			A
Antimicrobial resistance	Medical Director				A		
Finance & Performance							
Annual Business & Financial Planning 2025/26	Finance Director			A	D		
Integrated / Operational Performance Report (includes quality & people & safe staffing monthly report) (includes finance for ASPH)	Chief Operating Officer & Chief Nurse & Chief People Officer	A	A	A	A	A	A
Finance report (month x)	Finance Director	A	A	A	A	A	A
Emergency Preparedness and Resilience and Response Assurance	Chief Operating Officer		A				
Terrorism Act Assurance Report	Chief Operating Officer					A	
Winter/Capacity plan success evaluation & forward plan	Chief Operating Officer						A
Strategy		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
Trust Strategy	Group Director of Strategy			D			
Strategy update (verbal)	Group Director of Strategy	I	I	I	I	I	I
2025/26 Corporate Objectives review	Group Director of Strategy					A	
2026/27 Corporate Objectives setting	Group Director of Strategy				D		
Neighbourhood Health report (verbal)	Group Director of Neighbourhood Health	A	A			A	A
Research stragey / plan	Group Director of Strategy	A				A	
Green Plan Annual Report	Group Director of Strategy / Finance Director					I	
Partnerships & System working		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
HPL Ltd Annual Report	MD HPL					A	
HPL Chair re-appointment	Group Chair						
HPL NED appointments	Group Chair						
PharmCo Report	MD PharmCo					A	
PharmCo Chair reappointment	Group Chair						
Annual report on local Place / Alliance	Place Based Leader						A
Provider Collaborative Committees in Common report	Group Chair & CEO	I	I	I	I	I	I
ICB Summary	Group Chair	I	I	I	I	I	I
Group model update (as required, verbal/paper)	Group Chair & CEO	A	A	A	A	A	A
Transformation		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
Annual transformation priorities	Group Director of Transformation & Digital					A	
People & Culture		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
People Plan annual review	Chief People Officer			A			
Recruitment and Retention Plan Half Yearly Review	Chief People Officer		A			A	
Annual Guardian of Safe Working report	Medical Director						A
Culture Dashboard	Chief People Officer		A			A	
Gender Pay Gap report and action plan	Chief People Officer				A		
EDI Annual Report includnig WRES & WDES (& gender pay gap ASPH)	Chief People Officer	A					
Lord Mann Review annual update	Chief People Officer						A
Volunteers Annual Report	Chief Nurse / Chief People Officer		A				
Wellbeing Guardian Annual Report	NED Wellbeing Guardian	A					
Freedom to speak up Guardian annual report	FTSU Guardian					A	
Staff survey results and action plan	Chief People Officer					A	
Talent Management Update	Chief People Officer	A					
Health and Safety Annual Report	Finance Director / Chief People Officer						I
Governance		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
Board committee chairs' (AAA) reports as per meeting schedules - Audit, Finance, Performance, Quality, People, Digital, Joint Transformation Committee, Remuneration, Nomination, Governance Working/Constitution Group	Committee Chairs	A	A	A	A	A	A
Board Committee Terms of Reference: Audit, Finance, Performance, Quality, People, Governance Working Group	Committee Chairs				D		
Board Committee Terms of Reference: Digital, Joint Transformation, Remuneration, Nomination	Committee Chair			D			
Board and Committee Effectiveness Reviews	Group Chair				D		
Board development & seminar planning	Group Chair				D		
Board Register/Declaration of Interests	Group Chair & CEO			A			
Fit and Proper Persons Declaration	Chief People Officer					A	
BAF (full review, reset to COs in May each year)	Group CEO	A		A		A	
BAF (risks monitored by Board, if any)	Group CEO		A		A		A
Risk appetite statement	Group Chair						D
NHSE Self Certification - provider licence	Group Chair & CEO					A	
Regulatory compliance assurance	Group CEO		A			A	
Reservation of Powers & Scheme of Delegation	Group CEO						D
Standing Financial Instructions & Scheme of Delegation & Standing Orders	CEO & Finance Director						D
Statutory Roles	Group Chair & CEO			D			D
Use of Trust Seal	Group CEO	I			I		
Freedom of Information Act compliance	Head of IG					A	
Closing items		**Sep-26**	**Nov-26**	**Jan-27**	**Mar-27**	**May-27**	**Jul-27**
Attendance Record Report	Group Chair	I	I	I	I	I	I
Board Work Plan	Group Chair	I	I	I	I	I	I
Glossary of terms	Group Chair	I	I	I	I	I	I