



MEETING TITLE Trust Board		MEETING DATE 27/09/2016	
TITLE of PAPER	That the Trust Board considers and approves the Board and Committee Planner 2017/2018	PAPER REF	4.4
STRATEGIC OBJECTIVE	All		
PURPOSE OF THE PAPER	That the Trust Board considers and approves the Board and Committee Planner 2017/2018		
For Approval	<input checked="" type="checkbox"/>	For Assurance	<input type="checkbox"/>
For Decision	<input type="checkbox"/>	Discussion/Information	<input type="checkbox"/>
AUTHOR / LEAD	Anne Allen, Trust Secretary	ACCOUNTABLE DIRECTOR	Rod Barnes, Chief Executive
DISCUSSED AT / INFORMED BY – include date(s) as appropriate (free text – i.e. please provide an audit trail of the development(s)/proposal(s) subject of this paper): Draft Board/Committee Planner 2017/18 has been informed by the Trust's review of its Governance Framework (see: agenda item 4.3, today's meeting); discussed at Executive and Board meetings during July/August 2016.			
PREVIOUSLY AGREED AT:	Committee/Group: Trust Executive Group	Date: 07/09/2016	
RECOMMENDATION	That the Trust Board considers and approves the Board and Committee Planner 2017/2018.		
RISK ASSESSMENT		Yes	No
Corporate Risk Register and/or Board Assurance Framework amended <i>If 'Yes' – expand in Section 4. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource Implications (Financial, Workforce, other - specify) <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality and Diversity Implications <i>If 'Yes' – please attach to the back of this paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
ASSURANCE/COMPLIANCE			
Care Quality Commission Choose a DOMAIN		5: Well led	
Monitor Quality Governance Framework Choose a DOMAIN		5: Identifying and managing risks to quality of care	

1. For Approval: Trust Board and Committee Planner 2015/16

1. PURPOSE/AIM

- 1.1 That the Trust Board considers and approves the Board and Committee Planner 2017/2018 (**attached: Appendix A**).

2. BACKGROUND/CONTEXT

- 2.1 The Trust's framework for delivering good corporate governance and Board assurance requires a complex series and sequencing of the various meetings through which the Board gains assurance and to ensure timely delivery of the strategic and operating plans (Integrated Business Plan 2014/15-2018/19; Operational Plan 2016/17).

YAS' governance framework has already proven highly effective as reflected by Internal Audit's report to the Trust Board in March 2016. This report followed a review, at the Trust's instigation, which was based on best practice in corporate governance and Board leadership: the *Well-led framework for governance reviews* (Monitor, 2014).

- 2.2 The Trust's review of its governance framework was discussed earlier in today's agenda (Item 4.3 refers). Based on those requirements, the Board and Committee Planner (**Appendix A**) sets out the proposed schedule of meetings for the financial year 2017/2018 that will facilitate delivery of the appropriate flow of information and assurance to the Board.

The draft proposals have been consulted on with all Board Members during July/August and include meetings of the:

1. Trust Board (held in Public and in Private);
2. Audit Committee;
3. Finance & Investment Committee;
4. Quality Committee;
5. Remuneration and Terms of Service Committee;

and

6. Charitable Funds Committee;
7. YAS Forum;
8. Board Development Meetings.

3. PROPOSALS/NEXT STEPS

- 3.1 Following approval, it is proposed to circulate the Board and Committee Planner 2017/2018 internally and to other relevant stakeholders, e.g. external and internal audit, and to publish on the Internet.

4. RISK ASSESSMENT

- 4.1 That the Trust Board fails to gain adequate assurance to fulfil its role (*NHS Foundation Trust Code of Governance, 2014*).

5. RECOMMENDATIONS

That the Trust Board approves the Board and Committee Planner 2017/2018.

6. APPENDICES/BACKGROUND INFORMATION

Appendix A: Board and Committee Planner 2017/2018.