

Item 12.1 - Appendix 1: Proposed Board Activity Plan for 2020

This proposed plan will complement the Private & Public Board meeting Workplans.

Month	Board Development Session(s)	Board Insight, e.g. stories & case studies	Internal/External Speaker	Service Visits	Governor Engagement	Additional Information, e.g. Location
January 2020 (Private and Public Board meetings)	Review of West Yorkshire and Harrogate's 5 year strategy against the Trust's Better Lives, Together strategy.	Private Board: Serious Incident Case Study for review Public Board: Carer Story	Stakeholder representatives from the voluntary and community sector - presentation and Q&A with Board	No visits due to Public and Private Board meetings	Observe the Public Meeting	Board on the Road - Hosted at a voluntary and community sector organisation
February 2020 (Private Board Meeting) – No visits – Well-Led Focus	Well Led Focus: *Trust Briefing on revised Well-Led Framework *Deloitte 'One year on' Session	Private Board: Serious Incident Case Study for review	Speakers for Board - Well-Led: CQC guest speaker TBC Pete Thomond – Introduction to Sustainability	No visits due to Well-Led focus Propose visits to take place around February and March Committees, linked to Committee priorities.	Council of Governors (CoG) Meeting on 26 February	Hosted at New Mill
March 2020 (Private and Public Board meetings)	Review of delivery so far of Better Lives, Together strategy OR Session on Risk Strategy (Part 2) - TBC	Private Board: Serious Incident Case Study for review Public Board: Service User or Carer Story	TBA	No visits due to Public and Private Board meetings	Observe the Public Meeting Q&A Session with the Chair post meeting	Hosted at New Mill
April 2020 (Private Board Meeting and Service Visits)	<i>New Financial Year</i> The Trust's Future Sustainability with Pete Thomond (2-3 hour session)	Private Board: Serious Incident Case Study for review	Board Development Session Speaker - Pete Thomond	Service Visits to CQC identified priority areas.	Observe service visits undertaken by Board members CoG Meeting 2 April	Hosted at New Mill

Month	Board Development Session(s)	Board Insight, e.g. stories & case studies	Internal/External Speaker	Service Visits	Governor Engagement	Additional Information, e.g Location
May 2020 (Private and Public Board meetings)	Trust Research and Development (R&D) Briefing	Private Board: Serious Incident Case Study for review Public Board: Service User or Carer Story	Lunchtime Speaker for Board and Governors - <i>Proposal of Rory O'Connor, Glasgow University on Suicide Prevention</i>	No visits due to Public and Private Board meetings	Observe the Public Meeting Q&A Session with the Deputy Chair post meeting	Hosted at New Mill
June 2020 (Private Board Meeting and Service Visits)	Briefing on: *Current and future IT and digital developments and opportunities within the Trust – Linked to TOPOL Review * Artificial Intelligence and future opportunities externally	Private Board: Serious Incident Case Study for review	TBA relating to AI and Digital (Board speaker OR lunchtime talk for Board & Governors)	Visits relating to priority IT & Digital development areas	Observe service visits undertaken by Board members	Hosted at New Mill
July 2020 (Private and Public Board meetings)	West Yorkshire and Harrogate Partnership – Working with stakeholders (topic TBA) / Stakeholder venue related speaker (TBC) for Board, such as a Local Authority	Private Board: Serious Incident Case Study for review Public Board: Service User or Carer Story	Board discussion group with service users, carers and/or involvement partners, linked to Your Voice Matters strategy.	No visits due to Public and Private Board meetings	*Observe the Public Meeting *Q&A Session with the Chair post meeting *CoG meeting 2 July	Board on the Road - To be held at a stakeholder venue, such as a Local Authority (TBC)
August 2020 No meeting & visits only				Service Visits during 10am – 3pm Theme TBC	Observe service visits undertaken by Board members	

				Possible dates: 3 – 7 or 10 August		
Month	Board Development Session(s)	Board Insight, e.g. stories & case studies	Internal/External Speaker	Service Visits	Governor Engagement	Additional Information, e.g Location
September 2020 (Private and Public Board meetings)	Board Briefing on: *Regulatory standards *Accreditation scheme	Private Board: Serious Incident Case Study for review Public Board: Service User or Carer Story	Board training on related regulatory standards (TBC)	No visits due to Public and Private Board meetings	Observe the Public Meeting Q&A Session with the Chair post meeting	Hosted at New Mill
October 2020 (Private Board Meeting and Service Visits)	NHS People Plan & Review of Workforce Committee so far (depending on when the Plan is published nationally - TBA)	Private Board: Serious Incident Case Study for review	People Plan related NHSI/E speaker - TBC	Visits relating to priority Workforce development areas	Observe service visits undertaken by Board members	Hosted at New Mill
November 2020 (Private and Public Board meetings)	West Yorkshire and Harrogate Partnership – Working with stakeholders (topic TBA) / Stakeholder venue related speaker for Board (TBC), such as a Local Authority	Private Board: Serious Incident Case Study for review Public Board: Service User or Carer Story	Discussion group with service users, carers and/or involvement partners, linked to Your Voice Matters strategy.	No visits due to Public and Private Board meetings	Observe the Public Meeting Q&A Session with the Chair post meeting	Board on the Road - To be held at a stakeholder venue, such as a Local Authority (TBC)
December 2020 (Private Board Meeting and Service	Care Trust Way: *Bite-size training for Board *Impact so far for Review	Private Board: Serious Incident Case Study for review	Board speaker - Chris Hunt, Care Trust Way/BDCFT	Visits linked to Care Trust Way programmes	*Observe service visits undertaken by Board members *CoG Meeting 3 December	Hosted at New Mill End of Year Board Meal

Visits)						
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To note:

- This is a working document which will be reviewed every three months to respond to Board and Trust needs.
- Internal and external speakers will be confirmed nearer the time.
- Required Board training will take place on or our around Board meeting days, such as around Board Committee dates, including Mental Heath Act and Mental Capacity Act training, and potentially along with other local NHS provider Boards, such as training on Cyber Security, Corporate Manslaughter and Health and Safety.

Cathy Elliott, BDCFT
21 January 2020
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