

Corporate calendar 2017

Version 6, November 2017



This calendar contains the dates of all meetings for the following:

- Board of directors
- Board workshops
- Board subcommittees
- Risk Management Committee
- Non-executive directors' meetings
- Productivity and efficiency programme steering board
- Trust management team
- B2B meetings with the CCGs
- Joint Programme Board
- Joint Financial Recovery Board
- Annual members' meeting

Please do not print!

The most up to date version is version 6. If you have any queries, please contact the Company Secretary on 01772 522010.



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2017 overview

JANUARY 2017		
4	9.00am – 1:00pm	Board of directors (Public meeting is 11:00am – 1:00pm)
10	9:30am – 11:30am	Workforce committee
11	10.00am – 11.30am	Productivity and efficiency programme board
19	9.30am – 11.30am	Audit committee
19	12:30pm – 2.30pm	Joint Financial Recovery Board
24	3.00pm – 5.00pm	Finance and investment committee
25	9.00am – 11.30am	Board workshop
25	11.30am – 1.00pm	Risk management committee
27	12.30pm – 2.30pm	Safety and quality assurance committee
30	5.00pm – 7.00pm	Trust management team



Click on the title of each meeting for further detail

FEBRUARY 2017		
1	9.00am – 1.00pm	Board of directors (part I public meeting is 11:00am – 1:00pm)
1	1.00pm – 1.30pm	Non-executive directors' meeting
2	11:00am – 1:00pm	Joint Programme Board
7	10.00am – 12.00pm	Education, training and research committee
8	10.00am – 11.30am	Productivity and efficiency programme board
15	9.00am – 11.30am	Board workshop
21	3.00pm – 5.00pm	Finance and investment committee
22	9.00am – 11.00am	Joint Financial Recovery Board
24	12.30pm – 2.30pm	Safety and quality assurance committee
27	5.00pm – 7.00pm	Trust management team
28	11.30am – 12.30pm	ARTE committee

MARCH 2017		
1	9.00am – 1.00pm	Board of Directors (part I public meeting is 11:00am – 1:00pm)
8	10.00am – 11.30am	Productivity and efficiency programme board
9	9:30am – 11:30am	Workforce Committee
9	11:30am – 1:00pm	Joint Financial Recovery Board
15	9.00am – 11.30am	Board workshop
15	11.30am – 1.00pm	Risk management committee
16	11:00am – 1:00pm	Joint Programme Board
16	2.00pm – 4.00pm	Audit committee
21	3.00pm – 5.00pm	Finance and investment committee
22	8:30am – 5:00pm	Executive Team Quarterly Away Day
27	5.00pm – 7.00pm	Trust management team
29	3.30pm – 5.00pm	B2B joint meeting with CCGs
31	12.30pm – 2.30pm	Safety and quality assurance committee

APRIL 2017		
6	10:00am – 2.00pm	Board of Directors (part I public meeting is 10:00am – 12:00pm)
6	2:00pm – 2.30pm	Non-executive directors' meeting
11	10.00am – 12.00pm	Education, training and research committee
11	3:00pm – 5:00pm	Operational effectiveness committee
12	10.00am – 11.30am	Productivity and efficiency programme board
13	11:00am – 1:00pm	Joint Programme Board
18	3.00pm – 5.00pm	Finance and investment committee
19	11.30am – 1.00pm	Risk management committee
20	9:00am – 11:00am	Joint Financial Recovery Board
24	5.00pm to 7.00pm	Trust management team
27	10.00am – 12.30pm	Board workshop
28	12.30pm – 2.30pm	Safety and quality assurance committee

MAY 2017		
4	10:00am – 2.00pm	Board of Directors (part I public meeting is 10:00am – 12:00pm)
9	9:30am – 11:30am	Workforce committee
9	3:00pm – 5:00pm	Operational effectiveness committee
10	10.00am – 11.30am	Productivity and efficiency programme board
11	2:30pm – 4:30pm	Joint Financial Recovery Board
17	11.30am – 1.00pm	Risk management committee
18	10.00am – 12.30pm	Board workshop
22	9.00am – 12pm	Audit committee (annual report/accounts)
23	3.00pm – 5.00pm	Finance and investment committee
25	9.00am – 11.00am	Board of directors (not a public meeting)
25	11.00am – 12.00pm	ARTE committee
26	12.30pm – 2.30pm	Safety and quality assurance committee

JUNE 2017		
1	11:00am – 1:00pm	Joint Programme Board
5	5.00pm – 7.00pm	Trust management team
8	10.00am – 2.00pm	Board of directors (part I public meeting is 10:00am – 12:00pm)
8	2.00pm – 2.30pm	Non-executive directors' meeting
8	3:00pm – 5:00pm	Joint Financial Recovery Board
13	10.00am – 12.00pm	Education, training and research committee
13	3:00pm – 5:00pm	Operational effectiveness committee
14	10.00am – 11.30am	Productivity and efficiency programme board
20	3.00pm – 5.00pm	Finance and investment committee
21	11.30am - 1.00pm	Risk management committee
22	10.00am – 12.30pm	Board workshop
22	2:00pm – 3:30pm	B2B joint meeting with CCGs
26	5.00pm – 7.00pm	Trust management team
29	11:00am – 1:00pm	Joint Programme Board
30	12.30pm – 2.30pm	Safety and quality assurance committee

JULY 2017		
6	10.00am – 2.00pm	Board of directors (part I public meeting is 10:00am – 12:00pm)
11	9:30am – 11:30am	Workforce committee
11	3:00pm – 5:00pm	Operational effectiveness committee
12	10.00am – 11.30am	Productivity and efficiency programme board
18	3.00pm – 5.00pm	Finance and investment committee
19	11.30am - 1.00pm	Risk management committee
20	9:30am – 11:30am	Joint Financial Recovery Board
27	10.00am – 12.30pm	Board workshop
27	11:00am – 1:00pm	Joint Programme Board [CLASH - TBC]
28	12.30pm – 2.30pm	Safety and quality assurance committee
31	5.00pm – 7.00pm	Trust management team

AUGUST 2017		
3	10.00am – 2.00pm	Board of directors (part I public meeting is 10:00am – 12:00pm)
3	2.00pm – 2.30pm	Non-executive directors' meeting
8	10.00am – 12.00pm	Education, training and research committee
8	3:00pm – 5:00pm	Operational effectiveness committee
9	10.00am – 11.30am	Productivity and efficiency programme board
16	11.30am - 1.00pm	Risk management committee
17	9:00am – 11:00am	Joint Financial Recovery Board
22	3.00pm – 5.00pm	Finance and investment committee
25	12.30pm – 2.30pm	Safety and quality assurance committee

SEPTEMBER 2017		
7	10.00am – 2.00pm	Board of directors (Public meeting is 10:00am – 2:00pm)
12	9:30am – 11:30am	Workforce committee
12	3:00pm – 5:00pm	Operational effectiveness committee
13	10.00am – 11.30am	Productivity and efficiency programme board
13	3:30pm – 5:00pm	B2B joint meeting with CCGs
14	2:30pm – 4:30pm	Joint Financial Recovery Board
19	3.00pm – 5.00pm	Finance and investment committee
20	11.30am – 1.00pm	Risk management committee
20	6.00pm – 8.00pm	Annual members' meeting
21	10.00am – 12.30pm	Board workshop
21	11:00am – 1:00pm	Joint Programme Board [CLASH – TBC]
22	9.30am – 11.30am	Audit committee
25	5.00pm – 7.00pm	Trust management team
29	12.30pm – 2.30pm	Safety and quality assurance committee

OCTOBER 2017		
5	10.00am – 2.00pm	Board of directors (part I public meeting is 10:00am – 12:00pm)
5	2.00pm – 2.30pm	Non-executive directors' meeting
10	10.00am – 12.00pm	Education, training and research committee
10	3:00pm – 5:00pm	Operational effectiveness committee
11	10.00am – 11.30am	Productivity and efficiency programme board
12	9:00am – 11:00am	Joint Financial Recovery Board
18	11.30am - 1.00pm	Risk management committee
24	3.00pm – 5.00pm	Finance and investment committee
26	10.00am – 12.30pm	Board workshop
26	12.30pm – 1.30pm	ARTE committee
27	12.30pm – 2.30pm	Safety and quality assurance committee
30	5.00pm – 7.00pm	Trust management team

NOVEMBER 2017		
2	10.00am – 2.00pm	Board of directors (part I public meeting is 10:00am – 12:00pm)
7	9:30am – 11:30am	Workforce committee
7	3:00pm – 5:00pm	Operational effectiveness committee
8	10.00am – 11.30am	Productivity and efficiency programme board
9	9:30am – 11:00am	Joint Financial Recovery Board
9	11:00am – 1:00pm	Joint Programme Board
15	11.30am – 1.00pm	Risk management committee
16	10.00am – 12.30pm	Board workshop
17	9.30am – 11.30am	Audit committee
21	3.00pm – 5.00pm	Finance and investment committee
24	12.30pm – 2.30pm	Safety and quality assurance committee
27	5.00pm – 7.00pm	Trust management team

DECEMBER 2017		
7	2.00pm – 2.30pm	Non-executive directors' meeting
11	11:00am – 3.00pm	Board of directors (part I public meeting is 11:00am – 1.00pm)
12	10.00am – 12.00pm	Education, training and research committee
12	3:00pm – 5:00pm	Operational effectiveness committee
13	10.00am – 11.30am	Productivity and efficiency programme board
13	3:30pm – 5:00pm	B2B joint meeting with CCGs
14	9:00am – 11:00am	Joint Financial Recovery Board
14	11:00am – 1:00pm	Joint Programme Board
19	3.00pm – 5.00pm	Finance and investment committee
20	11.30am - 1.00pm	Risk management committee

Board of directors

Date	Time	Venue	Deadline for submission of papers
4 Jan 2017	9:00am – 1:00pm	Conference Room, Preston Business Centre, Watling St Road	27 Dec 2016
1 Feb 2017	9:00am – 1:00pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	24 Jan 2017
1 Mar 2017	9:00am – 1:00pm	The Gordon Hesling Room, Royal Preston Hospital	21 Feb 2017
6 Apr 2017	10:00am – 2:00pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	29 Mar 2017
4 May 2017	10:00am – 2:00pm	The Gordon Hesling Room, Royal Preston Hospital	26 Apr 2017
** 25 May 2017	9:00am – 11:00am	The Gordon Hesling Room, Royal Preston Hospital	23 May 2017
8 Jun 2017	10:00am – 2:00pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	31 May 2017
6 Jul 2017	10:00am – 2:00pm	The Gordon Hesling Room, Royal Preston Hospital	28 Jun 2017
3 Aug 2017	10:00am – 2:00pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	26 Jul 2017
7 Sep 2017	10:00am – 2:00pm	The Gordon Hesling Room, Royal Preston Hospital	30 Aug 2017
5 Oct 2017	10:00am – 2:00pm	The Gordon Hesling Room, Royal Preston Hospital	27 Sep 2017
2 Nov 2017	10:00am – 2:00pm	The Gordon Hesling Room, Royal Preston Hospital	25 Oct 2017
11 Dec 2017	11:00am – 3:00pm	Seminar Room A, Health Academy 3, Chorley & South Ribble Hospital	29 Nov 2017

** Not a public meeting; to sign off annual report and accounts

Members	In attendance
Chairman	Director of Workforce and Education
Non-executive directors	Company Secretary
Executive Directors	Committee Secretary (minutes)

Board workshop

Date	Time	Venue	Deadline for submission of papers
25 Jan 2017	9.00am – 11.30am	The Gordon Hesling Room, Royal Preston Hospital	17 Jan 2017
15 Feb 2017	9.00am – 11.30am	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	7 Feb 2017
15 Mar 2017	9.00am – 11.30am	The Gordon Hesling Room, Royal Preston Hospital	7 Mar 2017
27 Apr 2017	10.00am – 12.30pm	Meeting Room 1, Health Academy 1, Royal Preston Hospital	19 Apr 2017
18 May 2017	10.00am – 12.30pm	The Gordon Hesling Room, Royal Preston Hospital	10 May 2017
22 Jun 2017	10.00am – 12.30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	14 Jun 2017
27 Jul 2017	10.00am – 12.30pm	Meeting Room 1, Health Academy 1, Royal Preston Hospital	19 Jul 2017
21 Sep 2017	10.00am – 12.30pm	The Gordon Hesling Room, Royal Preston Hospital	13 Sep 2017
26 Oct 2017	10.00am – 12.30pm	The Gordon Hesling Room, Royal Preston Hospital	18 Oct 2017
16 Nov 2017	10.00am – 12.30pm	The Gordon Hesling Room, Royal Preston Hospital	8 Nov 2017

Members

Chairman
 Non-executive directors
 Executive Directors

In attendance

Director of Workforce and Education
 Company Secretary
 Committee Secretary (minutes)

Non-executive directors' meeting

Date	Time	Venue
1 Feb 2017	1:00pm – 1:30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital
6 Apr 2017	2:00pm – 2:30pm	Meeting Room J, Health Academy 3, Chorley & South Ribble Hospital
8 Jun 2017	2:00pm – 2:30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital
3 Aug 2017	2:00pm – 2:30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital
5 Oct 2017	2:00pm – 2:30pm	The Gordon Hesling Room, Royal Preston Hospital
7 Dec 2017	2:00pm – 2:30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital

Members	In attendance
Chairman	-----
Non-executive directors	

Audit committee

Date	Time	Venue	Deadline for submission of papers
19 Jan 2017	9.30am – 11.30am	The Gordon Hesling Room, Royal Preston Hospital	11 Jan 2017
16 Mar 2017	2:00pm – 4:00pm	The Gordon Hesling Room, Royal Preston Hospital	8 Mar 2017
**22 May 2017	9.00am – 12.00pm	The Gordon Hesling Room, Royal Preston Hospital	17 May 2017 (extended deadline)
22 Sep 2017	9.30am – 11.30am	The Gordon Hesling Room, Royal Preston Hospital	14 Sep 2017
17 Nov 2017	9.30am – 11.30am	The Gordon Hesling Room, Royal Preston Hospital	9 Nov 2017

*** To consider and approve annual report and accounts*

Members	In attendance
Three non-executive directors: Tim Watkinson (Chair), Shamim Mahomed and Sue Musson	Chief Executive Finance Director/Deputy Chief Executive Nursing & Midwifery Director Internal and External Audit representatives Company Secretary Committee Secretary (minutes) Other non-executive directors (optional)

Appointment, remuneration and terms of employment committee

Date	Time	Venue	Deadline for submission of papers
28 Feb 2017	11.30am – 12.30pm	The Gordon Hesling Room, Royal Preston Hospital	20 Feb 2017
25 May 2017	11.00am – 12.00pm	The Gordon Hesling Room, Royal Preston Hospital	17 May 2017
26 Oct 2017	12.30pm – 1.30pm	The Gordon Hesling Room, Royal Preston Hospital	18 Oct 2017

Please note - other meetings are likely to be convened throughout the year as necessary

Members	In attendance (as required by the committee)
Chair All non-executive directors	Chief Executive Director of Workforce and Education Company Secretary (minutes)

Education, training & research committee

Date	Time	Venue	Deadline for submission of papers
7 Feb 2017	10.00am – 12.00pm	Lecture Room 1, Education Centre 1, Royal Preston Hospital	30 Jan 2017
11 Apr 2017	10.00am – 12.00pm	Lecture Room 1, Education Centre 1, Royal Preston Hospital	3 Apr 2017
13 Jun 2017	10.00am – 12.00pm	Lecture Room 1, Education Centre 1, Royal Preston Hospital	5 Jun 2017
8 Aug 2017	10.00am – 12.00pm	The Gordon Hesling Room, Royal Preston Hospital	31 Jul 2017
10 Oct 2017	10.00am – 12.00pm	The Gordon Hesling Room, Royal Preston Hospital	2 Oct 2017
12 Dec 2017	10.00am – 12.00pm	Lecture Room 1, Education Centre 1, Royal Preston Hospital	4 Dec 2017

Members

Chief Executive
 Nursing & Midwifery Director
 Medical Director
 Operations Director
 Two non-executive directors (Tony Gatrell and Sue Musson)
 Director of Workforce and Education
 Director of Research (or, in his absence, the Head of Research and Innovation)
 Director of Undergraduate Medical Education
 Director of Postgraduate Medical Education

In attendance

Committee Secretary (minutes)
 Head of Risk Management Training
 Associate Director of Organisational Development
 Head of Clinical Education
 Head of Placement and Student Support
 Contracts and Business Manager
 Head of Performance and Quality Assurance
 Company Secretary
 Divisional Representation
 Other non-executive directors (optional)

Finance and investment committee

Date	Time	Venue	Deadline for submission of papers
24 Jan 2017	3.00pm – 5.00pm	Lecture Room 1, Education Centre 1, Royal Preston Hospital	16 Jan 2017
21 Feb 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	13 Feb 2017
21 Mar 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	13 Mar 2017
18 Apr 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	10 Apr 2017
23 May 2017	3.00pm – 5.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	15 May 2017
20 Jun 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	12 Jun 2017
18 Jul 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	10 Jul 2017
22 Aug 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	14 Aug 2017
19 Sep 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	11 Sep 2017
24 Oct 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	16 Oct 2017
21 Nov 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	13 Nov 2017
19 Dec 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	11 Dec 2017

Members

Chairman
 Non-executive directors
 Executive directors
 Workforce and Education Director
 Deputy Finance Director
 Assistant Director of Financial Services
 Assistant Director of Financial Advice
 Head of Transformation and Business Delivery

In attendance

Committee Secretary (minutes)

Operational Effectiveness (Capacity & Access) committee

Date	Time	Venue	Deadline for submission of papers
11 Apr 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	3 Apr 2017
9 May 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	1 May 2017
13 Jun 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	5 Jun 2017
11 Jul 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	3 Jul 2017
8 Aug 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	31 Jul 2017
12 Sep 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	4 Sep 2017
10 Oct 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	2 Oct 2017
7 Nov 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	30 Oct 2017
12 Dec 2017	3.00pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	4 Dec 2017

Members

Three non-executive directors
 Operations Director
 Finance Director
 Strategy & Development Director
 Deputy Finance Director
 Associate Director of Business Intelligence
 Head of Business Intelligence
 Head of Acute Patient Contracting
 Acute Patient Services Contract Manager
 Divisional Directors
 Associate Director of Strategic Planning

In attendance

Committee Secretary (minutes)

Risk management committee

Date	Time	Venue	Deadline for submission of papers
25 Jan 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	17 Jan 2017
15 Mar 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	7 Mar 2017
19 Apr 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	11 Apr 2017
17 May 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	9 May 2017
21 Jun 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	13 Jun 2017
19 Jul 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	18 Jul 2017
16 Aug 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	8 Aug 2017
20 Sep 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	12 Sep 2017
18 Oct 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	10 Oct 2017
15 Nov 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	7 Nov 2017
20 Dec 2017	11.30am – 1.00pm	The Gordon Hesling Room, Royal Preston Hospital	12 Dec 2017

Members	In attendance
Chief Executive	[To be confirmed] (minutes)
Medical Director	
Nursing & Midwifery Director	Internal Audit representative
Finance Director/Deputy Chief Executive	
Operations Director	External Audit representative
Director of Workforce and Education	
Strategy and Development Director	(Non-executive director attendance not required)
Divisional Director of Governance	
Divisional representation	

Safety and quality assurance committee

Date	Time	Venue	Deadline for submission of papers
27 Jan 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	19 Jan 2017
24 Feb 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	16 Feb 2017
31 Mar 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	23 Mar 2017
28 Apr 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	20 Apr 2017
26 May 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	18 May 2017
30 Jun 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	22 Jun 2017
28 Jul 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	20 Jul 2017
25 Aug 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	17 Aug 2017
29 Sep 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	21 Sep 2017
27 Oct 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	19 Oct 2017
24 Nov 2017	12.30pm – 2.30pm	Gordon Hesling Room, Royal Preston Hospital	16 Nov 2017

Members

Three non-executive directors (Sue Musson, Shamim Mahomed and Alastair Campbell (Chair))
 Chief Executive
 Medical Director
 Nursing & Midwifery Director
 Finance Director/Deputy Chief Executive
 Operations Director
 Strategy and Development Director
 Director of Workforce and Education
 Divisional Medical Directors
 Heads of Nursing
 Associate Medical Director
 Associate Director of Quality
 Director of Infection Prevention and Control

In attendance

Company Secretary
 Committee Secretary (minutes)
 Divisional Director of Governance
 Other non-executive directors (optional)

Workforce committee

Date	Time	Venue	Deadline for submission of papers
10 Jan 2017	9:30am – 11:30am	Seminar Room C, Health Academy 3, Chorley & South Ribble Hospital	3 Jan 2017
9 Mar 2017*	9:30am – 11:30am	Seminar Room C, Health Academy 3, Chorley & South Ribble Hospital	1 Mar 2017
9 May 2017	9:30am – 11:30am	Seminar A1, Health Academy 3, Chorley & South Ribble Hospital	1 May 2017
11 Jul 2017	9:30am – 11:30am	Seminar Room C, Health Academy 3, Chorley & South Ribble Hospital	3 Jul 2017
12 Sep 2017	9:30am – 11:30am	Seminar Room D, Health Academy 3, Chorley & South Ribble Hospital	4 Sep 2017
7 Nov 2017	9:30am – 11:30am	Seminar Room C, Health Academy 3, Chorley & South Ribble Hospital	30 Oct 2017

Members	In attendance
Two non-executive directors (Sue Musson and Michael Welsh)	Associate Director of Workforce (HR)
Director of Workforce and Education	Associate Director of Workforce (OD)
Chief Executive	Strategic Workforce Business Partners
Nursing & Midwifery	Medical Workforce Manager
Director	Workforce Information Manager
Medical Director	Divisional Directors
Operations Director	Company Secretary
	Committee Secretary (minutes)
	Other non-executive directors (optional)

Productivity and efficiency programme steering board

Date	Time	Venue	Deadline for submission of papers
11 Jan 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	3 Jan 2017
8 Feb 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	31 Jan 2017
8 Mar 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	28 Feb 2017
12 Apr 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	4 Apr 2017
10 May 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	2 May 2017
14 Jun 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	6 Jun 2017
12 Jul 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	4 Jul 2017
9 Aug 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	1 Aug 2017
13 Sep 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	5 Sep 2017
11 Oct 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	3 Oct 2017
8 Nov 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	31 Oct 2017
13 Dec 2017	10.00am – 11.30am	Chief Executive's Office, Royal Preston Hospital	5 Dec 2017

Members

Chief Executive
 Executive directors
 Deputy Finance Director
 Head of Transformation
 Assistant Finance Director
 Company Secretary

In attendance

PA to the Head of Transformation and Business Delivery (minutes)

Trust management team

Date	Time	Venue	Deadline for submission of papers
30 Jan 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	23 Jan 2017
27 Feb 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	20 Feb 2017
27 Mar 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	20 Mar 2017
24 Apr 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	17 Apr 2017
5 Jun 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	29 May 2017
26 Jun 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	19 Jun 2017
31 Jul 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	24 Jul 2017
25 Sep 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	18 Sep 2017
30 Oct 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	23 Oct 2017
27 Nov 2017	5.00pm – 7.00pm	Lecture Room 1, Health Academy 1, Royal Preston Hospital	20 Nov 2017

Members	In attendance
Executive directors	
Divisional directors	Committee Secretary (minutes)
Research director	
Clinical directors	
Performance Director	
Heads of Nursing	
Divisional Medical Directors	
Chief Pharmacist	
Head of Transformation and Business Delivery	
Communication and PR Manager	
Company Secretary	

B2B meeting with the CCGs

Date	Time	Venue	Deadline for submission of papers
29 Mar 2017	3.30pm – 5.00pm	Boardroom, Chorley House, Chorley & South Ribble and Greater Preston CCG	21 Mar 2017
22 Jun 2017	2:00pm – 3:30pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	14 Jun 2017
13 Sep 2017	3.30pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	5 Sep 2017
13 Dec 2017	3.30pm – 5.00pm	The Gordon Hesling Room, Royal Preston Hospital	5 Dec 2017

Members

Chair
Chief Executive
Non-executive directors
Executive directors
Members of the CCG governing bodies

In attendance

Company Secretary (minutes)

Joint Programme Board

Date	Time	Venue	Deadline for submission of papers
2 Feb 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
16 Mar 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
13 Apr 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
1 Jun 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
29 Jun 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
27 Jul 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
21 Sep 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
9 Nov 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	
14 Dec 2017	11.00am – 1.00pm	Boardroom 1, Chorley House, Chorley & South Ribble and Greater Preston CCG	

Members

Chair
Chief Executive
Medical Director
Members of the CCG governing bodies
NHS England

In attendance (as Associate Members)

Associate Director for Strategic Development
Executive Director of Strategy
Head of Communications
Company Secretary
Members of the CCG governing bodies
Healthwatch Lancashire
Healthier Lancashire
Specialised Commissioning Greater Manchester, Lancashire and South Cumbria

Joint Financial Recovery Board

Date	Time	Venue	Deadline for submission of papers
19 Jan 2017	12:30pm – 2:30pm	Chorley House Chorley & South Ribble and Greater Preston CCG	12 Jan 2017
22 Feb 2017	9:00am – 11:00am	Meeting Room 1, Education Centre 1, Royal Preston	15 Feb 2017
9 Mar 2017	11:30am – 1:00pm	Seminar C, Health Academy 3, Chorley & South Ribble Hospital	2 Mar 2017
20 April 2017	9:00am – 11:00am	Meeting Room 1, Education Centre 1, Royal Preston	13 Apr 2017
11 May 2017	2:30pm – 4:30pm	Chorley House Chorley & South Ribble and Greater Preston CCG	4 May 2017
8 Jun 2017	3:00pm – 5:00pm	Lecture Hall, Health Academy 3, Chorley & South Ribble Hospital	1 Jun 2017
20 Jul 2017	9:30am – 11:30am	Chorley House Chorley & South Ribble and Greater Preston CCG	13 Jul 2017
17 Aug 2017	9:00am – 11:00am	Meeting Room 1, Education Centre 1, Royal Preston	10 Aug 2017
14 Sep 2017	2:30pm – 4:30pm	Chorley House Chorley & South Ribble and Greater Preston CCG	7 Sep 2017
12 Oct 2017	9:00am – 11:00am	Meeting Room 1, Education Centre 1, Royal Preston	5 Oct 2017
9 Nov 2017	9:30am – 11:00am	Chorley House Chorley & South Ribble and Greater Preston CCG	2 Nov 2017
14 Dec 2017	9:00am – 11:00am	Chorley House Chorley & South Ribble and Greater Preston CCG	7 Dec 2017

Members	In attendance
Chair	Company Secretary (minutes)
Chief Executive	
Finance Director/Deputy Chief Executive	
Operations Director	
Medical Director	
Strategy & Development Director	
Members of the CCG governing bodies	
NHS Improvement (Anne Gibbs)	
NHS England (Graham Urwin)	

Annual members' meeting

Date	Time	Venue
20 Sep 2017	6.00pm – 8.00pm	[<i>Venue to be confirmed by April 2017</i>]

Attendance

Non-executive directors
Executive directors

All other staff are welcome to attend

