

## FORWARD LOOK AGENDA ITEMS 2024

### Standing Items

- Welcome and apologies
- Declarations of Interest
- Review Minutes of previous meeting and associated actions
- Chair's report
- Chief Inspector's report
- Finance report
- Head of Business and Performance Report (risk register and performance)
- Projects Update/s (Amendments to Regulation of Care Law & IT database for Professional Registration)
- Forward Look

Meeting Date	Item
7 February 2024 IP	<p><b>Workshop 06/02/24</b></p> <ul style="list-style-type: none"> <li>• Francis Walker to Workshop to discuss consultation of professional registration.</li> <li>• JOIC – Training for Commissioners</li> <li>• The Chair to update on Governance systems and processes</li> <li>• Valter Fernandes to update the Board with presentation for the project plan for services new to regulation.</li> <li>• Confidential Section of the Board</li> </ul> <p><b>Board 07/02/24</b></p> <ul style="list-style-type: none"> <li>• Update on Inspection Report Template and House Style Guide</li> <li>• Update on Data Governance Review</li> <li>• Business Plan and KPI sign off</li> <li>• Update on preparation of Annual Report &amp; Accounts</li> <li>• Annual review Risk Framework</li> <li>• Project plan for service new to regulation (Hospital, Ambulance and Adult Mental Health Services). Standards sign off.</li> </ul>

<p>27 March 2024 R</p>	<p><b>Board</b></p> <ul style="list-style-type: none"> <li>• Approval of Draft Annual Report &amp; Accounts 2023</li> <li>• Valter Fernandes update on Standards, &amp; progress on project plan for services new to regulation. Approval for consultation. Update on Communications Plan (Switch Digital)</li> <li>• Invite the Head of Finance Business Partnering to update the Board regarding budget/Finance Business Partner.</li> </ul>
<p>22 May 2024 IP</p>	<p><b>Workshop 21/05/24</b></p> <ul style="list-style-type: none"> <li>• Commissioner Visits</li> <li>• Confidential section of the Board</li> <li>• Benchmarking discussion</li> <li>• Feedback CQC digital analysis</li> </ul> <p><b>Board 22/05/24</b></p> <ul style="list-style-type: none"> <li>• Invitation to GOJ Policy Lead</li> <li>• Invite Project Manager to update the Board with the Digital Project</li> <li>• Valter Fernandes. New Regulation of Ambulance, Hospital and Mental Health Services.</li> </ul>
<p>24 July 2024 IP</p>	<p><b>Workshop 23/07/24</b></p> <ul style="list-style-type: none"> <li>• Invitation to Minister for Environment 9:30am</li> <li>• Valter Fernandes Approval, sign off Standards for services new to regulation</li> <li>• Invite CQC, Partnership working 12-2pm</li> <li>• Invite Director of Children's Services to the workshop to provide feedback on inspection 2-3pm</li> </ul> <p><b>(confidential session prior to workshop)</b></p> <p><b>Board 24/07/24</b></p> <ul style="list-style-type: none"> <li>• Invitation to Minister for Health and Social Care 9am</li> <li>• Invitation to Chair of HCS Advisory Board</li> <li>• Business Plan/ Six monthly Review</li> <li>• Review of Constitution</li> <li>• Inspection Report Template</li> </ul>
<p>18 September 2024 IP</p>	<p><b>Workshop 17/09/24</b></p> <ul style="list-style-type: none"> <li>• Organisational development/Governance of the Commission</li> <li>• Engagement Event</li> <li>• Outcomes of benchmarking exercise</li> <li>• PFM (finance) training</li> </ul>

	<p><b>Board 18/09/24</b></p> <ul style="list-style-type: none"> <li>• Chair of Health and Community Services Board (tbc)</li> <li>• Invitation to Minister for Children's Services</li> <li>• Invitation to Minister for Children's Commissioner</li> <li>• Invitation to Chair of Safeguarding Partnership Board</li> <li>• Inspection methodology for services new to regulation</li> <li>• Review of Scheme of Delegation</li> <li>• Fees Professional Registration</li> </ul>
<p>20 November 2024 R</p>	<p><b>Board</b></p> <ul style="list-style-type: none"> <li>• Update on Business and Delivery Plan</li> <li>• GOJ Policy Lead to provide an update on the Law drafting Instructions for regulation of the hospital, mental health and ambulance services</li> <li>• Head of Business and Performance to present the CQC digital analysis to the Board once work is complete.</li> </ul>

## FORWARD LOOK AGENDA ITEMS 2025

Meeting Date	Item
February 2025	Sign off Business plan/KPIs Annual Report timeline
March 2025	Sign off Draft Annual Report
May 2025	
July 2025	
September 2025	
November 2025	<ul style="list-style-type: none"><li>• Strategic Objectives/ Business Plan – Standing Item for November each year</li></ul>