

## 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>• Principal Policy Officer – Update on 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 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>• Business Plan/ Six monthly Review</li> <li>• Invitation to Finance Business Partner</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> <li>• Invitation Tom Walker to address the Board.</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 (determined by diary, may be moved to workshop)</li> <li>• Invitation to Children's Commissioner</li> <li>• Inspection methodology for services new to regulation</li> <li>• Review of Scheme of Delegation</li> <li>• Fees Professional Registration</li> <li>• Invitation newly appointed Legal advisor to the Board</li> <li>• Inspection Report Template</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>• Review of Constitution</li> <li>• Head of Business and Performance to present the CQC digital analysis to the Board once work is complete.</li> <li>• Invite Consultant regarding Inspection Methodology to address the Board</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	Invitation to Chair of Safeguarding Partnership Board Commissioner Visits to Care Providers
July 2025	
September 2025	Annual Engagement Event
November 2025	Strategic Objectives/ Business Plan – Standing Item for November each year