

AGENDA ITEM NO:

**UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST
BOARD OF GOVERNORS
TUESDAY 17 MARCH 2009**

Title:	MONITOR ANNUAL PLAN 2009/10 TIMETABLE
Responsible Director:	Executive Director of Delivery
Contact:	Harvir Atkar, Head of Planning and Performance (Acting)

Purpose:	To provide the Board of Governors with the timetable for the drafting of the Trust's Annual Plan 2009/10 for submission to Monitor.
Confidentiality Level & Reason:	N/A
Medium Term Plan Ref:	Affects all strategic aims.
Key Issues Summary:	The plan provides Monitor with key information required to assess the likelihood and level of risk that the Trust will breach its Terms of Authorisation in relation to finance, governance, and mandatory services.
Recommendations:	The Board of Governors is requested: To DISCUSS and APPROVE the planned timetable.

Signed:	Date: 9 March 2009
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BOARD OF GOVERNORS
TUESDAY 17 MARCH 2009

MONITOR ANNUAL PLAN TIMETABLE 2009/10

PRESENTED BY THE EXECUTIVE DIRECTOR OF DELIVERY

1. Introduction

The purpose of this report is to provide the Board of Governors with an outline of the Annual Planning timetable for submission to Monitor.

The final plan provides Monitor with key information required to assess the likelihood and level of risk that the Trust will breach its Terms of Authorisation in relation to finance, governance, and mandatory services. The document is also required to cover past performance, future performance, risk analysis, the analysis of membership growth and engagement, and board statements.

2. Monitor Annual Plan Timetable

It is not possible to provide a meaningful draft before the seminar on the 31st of March for the following reasons:-

- a) Monitor has not yet issued the financial templates and planning guidance for 2009/10 (expected week commencing 16th of March 2009).
- b) The Trust's financial planning process is currently work in progress and the final plan (budget) for 2009/10 which underpins the Monitor Annual Plan will not be put before the Board of Directors for approval until 23 April 2009.
- c) The Capital Programme for 2009/10 has yet to be approved.
- d) Operational performance for 2009/10 will not be known until the end of March.

It is proposed therefore that a draft Annual Plan for Monitor is produced for the joint Board of Directors and Board of Governors seminar scheduled for the 31st of March to discuss strategy and planning. The data available to the Trust at that time will be presented for comment and discussion.

The final Annual Plan is due to be submitted to Monitor by the end of May 2009. Prior to this, a further iteration of the draft plan will be submitted to the Board of Directors in April and the final plan in May 2009.

3. **Recommendations**

The Board of Governors is requested:

To **DISCUSS** and **APPROVE** the planned timetable.

Tim Jones
Executive Director of Delivery