

WAVE 7 INDICATIVE TIMELINE

TIMING	ACTION	COMMENT
28 Feb 07 BOARD SEMINAR	Draft constitution and Governance arrangements presented for initial board seminar discussion	Draft work already completed. Discussion with stakeholders, including staff side, to take place after board seminar.
21 Mar 07 TRUST BOARD	Trust board updated on progress and wave 7 timeline	
18 Apr 07 BOARD SEMINAR	Membership strategy and public consultation plans discussed	To include initial discussion on election strategy
17 May 07 TRUST BOARD	Final Board approval of FT Governance arrangements	Includes plans for Public consultation and membership strategy
17 May 07 TRUST BOARD	Initial board approval of Business plan	Includes draft financial figures and some modelling. Also includes risk planning and activity/resource planning
Late May 07	Public consultation documentation agreed	Noting time to produce at printers. Once complete begin recruiting members prior to consultation. Agreed by FTPB
Late Jun 07*	Draft Consultation documents to DoH	Optional submission 2 weeks before consultation starts
Late Jun 07*	First Draft Business plan submitted to DoH	Includes preliminary information for annexes and financial modelling
Early Jul 07*	First Interim report on stakeholder engagement to DoH	Includes report on progress against action plans
Jul-Oct 07	PUBLIC CONSULTATION PERIOD	
During consultation*	Final Interim report on stakeholder engagement to DoH	Includes report on progress against action plans
17 Oct 07 BOARD SEMINAR	Final board approval of business plan	NOTE: This is a seminar and the BP may need to be signed off by the FTPB after agreement at September board
Late Oct 07*	Submission of final Business Plan to DoH	Includes all appendixes and financial modelling
Nov-Dec 07	Trust undergoes historical due diligence (outside accounting firm)	Conducted by external consultancy firm
21 Nov 07 TRUST BOARD	Election Proposals presented to the board	Proposals based on plans contained within consultation documents
Jan 08*	Re-submission of BP to monitor	APP 2 Governance Rationale APP 3 Model core constitution including election rules APP 4 Consultation response and staff engagement APP 5 Membership Strategy
Jan 08*	Submission of election plans to Monitor	Includes both proposals for elections and timetables
Jan 08*	Submission of schedule of services to Monitor	Includes workforce development
Jan 08*	Submission of historical due diligence reports to Monitor	Produced from phase 2 of FT application (see above)
Jan/Feb 08*	Submission of "well governed" documentation to Monitor	Update on implementation of membership strategy and election process Register of Directors interests (and councillors after elections)

		Self certification documentation
Jan 08 – Mar 08	<p>Monitor Assessment checking that the Trust is –</p> <ul style="list-style-type: none"> • Legally constituted • Well governed • Financially viable <p>Extensive site visits/interviewing by Monitor</p>	<ul style="list-style-type: none"> • Ensure their constitution complies with the Act and is otherwise appropriate; • Ensure the provision of mandatory services in the business plan and that the applicant can and will comply with the terms of the license; • Make governance proposals which provide a representative and complete governance strategy; • Provide Board certification that the applicant has the organisational capacity to deliver the business plan;
Feb 08	Members Council Elections	Held in accordance with plan and electoral guidelines
Mar 08	Monitor/Trust board to board	Full Trust board

Note: Columns marked with an asterisk indicate submission dates to external bodies.