



AGENDA ITEM

3.1.7

CTM BOARD

**VARIATION TO STANDING ORDERS:
ANNUAL GENERAL MEETING TEMPORARY DATE AMENDMENT**

Date of meeting	25 May 2023
FOI Status	Open/Public
If closed please indicate reason	Not Applicable - Public Report
Prepared by	Cally Hamblyn, Assistant Director of Governance & Risk
Presented by	Cally Hamblyn, Assistant Director of Governance & Risk
Approving Executive Sponsor	Chief Executive
Report purpose	FOR APPROVAL

Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)

Committee/Group/Individuals	Date	Outcome
Agreement given by email by Audit & Risk Committee Members via Chairs Urgent Action	19/04/2023	ENDORSED for Board Approval

ACRONYMS

AGM	Annual General Meeting
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1. SITUATION/BACKGROUND

- 1.1 In light of the revised timetable for Audit Wales to submit final Annual Reports and Accounts to HSSG Finance for the reporting period 2022-2023, the Health Board is now unable to hold its AGM in July 2023 as planned.
- 1.1 This revision leads to a variation to the Health Boards current Standing Orders and therefore requires approval by the Board. It is important to note that the Health Board is able to vary or suspend its own Standing Orders, providing that it is able to satisfy that it complies with the relevant

regulations. It has been determined that this section of the Standing Orders can be for local determination.

- 1.2 The Health Board were given notice of this motion via email from Welsh Government on the 18th April 2023. The purpose of this paper is for the Committee to formally endorse the variation in standing orders in respect of the temporary arrangements for the AGM in 2023.
- 1.3 Audit & Risk Committee Members agreed by email via Chairs Urgent Action on 19 April 2023 to endorse for Board approval the variation to standing orders in respect of the temporary arrangements for the AGM in 2023. Endorsement was received from the following Members:
- Patsy Roseblade, Independent Member/Chair of the Audit & Risk Committee;
 - Jayne Sadgrove, Vice Chair of the UHB/Independent Member;
 - Carolyn Donoghue, Independent Member;
 - Sally May, Executive Director of Finance;
 - Ian Wells, Independent Member

2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)

- 2.1 The temporary variation to the Health Boards Standing Orders is outlined below:
- **Current:** *"The LHB must hold an AGM in public no later than the 31 July each year".*
 - **Temporary Amendment:** *"The LHB must hold its 2023 AGM in public no later than the 28th September. This variation from the date of July will be reviewed on the 31st March 2024".*

3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE

- 3.1 There are no risks/matters for escalation other than those reflected in sections 1 and 2 of this report.
- 3.2 This temporary variation will be reviewed on the 31st March 2024 following the publication of the Manual for Accounts containing the Annual Report and Accounting Timetable for 2023-2024.

4. IMPACT ASSESSMENT

Quality/Safety/Patient Experience implications	Yes (Please see detail below)
	Evidence suggests there is correlation between governance behaviours in an



	organisation and the level of performance achieved at that same organisation. Therefore ensuring good governance within the Trust can support quality care.
Related Health and Care standard(s)	Governance, Leadership and Accountability
	If more than one Healthcare Standard applies please list below:
Equality impact assessment completed	No (Include further detail below)
	Not required in this context.
Legal implications / impact	There are no specific legal implications related to the activity outlined in this report.
Resource (Capital/Revenue £/Workforce) implications / Impact	There is no direct impact on resources as a result of the activity outlined in this report.
Link to Strategic Well-being Objectives	Improving Care

5. RECOMMENDATION

- 5.1 The Board is asked to **APPROVE** the variation in Standing Orders in respect the date of the AGM in 2023.