



**AGENDA ITEM**

2.1.5

**CTM BOARD**

**BOARD CYCLE OF BUSINESS**

<b>Date of meeting</b>	26/11/2020
<b>FOI Status</b>	Open/Public
<b>If closed please indicate reason</b>	Not Applicable - Public Report
<b>Prepared by</b>	Wendy Penrhyn-Jones, Head of Corporate Governance & Board Business Cally Hamblyn, Assistant Director of Governance & Risk
<b>Presented by</b>	Georgina Galletly, Director of Corporate Governance
<b>Approving Executive Sponsor</b>	Director of Corporate Governance
<b>Report purpose</b>	FOR APPROVAL

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

<b>Committee/Group/Individuals</b>	<b>Date</b>	<b>Outcome</b>

**ACRONYMS**

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**1. SITUATION/BACKGROUND**

1.1 The Health Board should, on annual basis, receive a Cycle of Business which identifies the reports which will be regularly presented for

consideration. The annual cycle is one of the key components in ensuring that the Health Board is effectively carrying out its role.

- 1.2 The Cycle of Business covers the period 1 January 2021 to 31 March 2022.

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

- 2.1 The Cycle of Business has been developed to help plan the management of Board matters and facilitate the management of agendas and Board and Committee business.

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

- 3.1 Please refer to **Appendix 1** – Health Board Cycle of Business for further detail.
- 3.2 Also attached at **Appendix 2** is a summary of the dates of key meetings during 2021.

## **4. IMPACT ASSESSMENT**

<b>Quality/Safety/Patient Experience implications</b>	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.
<b>Related Health and Care standard(s)</b>	Governance, Leadership and Accountability If more than one Healthcare Standard applies please list below:
<b>Equality impact assessment completed</b>	No (Include further detail below)
<b>Legal implications / impact</b>	There are no specific legal implications related to the activity outlined in this report.
<b>Resource (Capital/Revenue £/Workforce) implications / Impact</b>	There is no direct impact on resources as a result of the activity outlined in this report.
<b>Link to Strategic Well-being Objectives</b>	Provide high quality, evidence based, and accessible care



## 5. RECOMMENDATION

- 5.1 The Health Board is asked to **APPROVE** the Board Cycle of Business and **NOTE** the summary of key meetings dates for 2021. Following the Board meeting the Cycle of Business will be published on the Health Board's website.