



HEALTH BOARD BUSINESS CYCLE 2018 - 2020

TOPIC	LEAD DIRECTOR	2019							2020							
		January	March	May (accounts)	May	July	September	November	February	January	March	May (accounts)	May	July	September	November
Patient Story	Director of Nursing and Patient Experience															
Action Log	Director of Corporate Governance															
Chair and Chief Executive Report	Director of Corporate Governance															
Corporate Governance Report (to include Chairs Action, WHC, Common Seal and matters reported In-Committee)	Director of Corporate Governance															
Chairs Sub Committees Report	Director of Corporate Governance															
Finance Report	Director of Finance															
Integrated Performance Report	Director of Strategy															
Bridgend Transition Programme	Director of Transformation															
Population Needs Assessment	Director of Public Health															
Western Bay Area Plan	Director of Strategy															
Wellbeing Plans	Director of Strategy															
Public Health Annual Screening Update	Director of Public Health															
Public Health Director Annual Report	Director of Public Health	D														
Seasonal Plan	Chief Operating Officer															
Thoracic Surgery	Director of Strategy															
Serious Incidents	Director of Nursing and Patient Experience															
Emergency Planning (including Annual Report)	Director of Strategy															
Welsh Language Services	Director of Corporate Governance	D														
Organ Donation Progress Report	Medical Director															
CAMHS Performance Report	Director of Strategy															
111 Update Report	Chief Operating Officer															
NHS Shared Services Partnership – Meeting Summary	Director of Corporate Governance															



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	Governance															
Annual Report	Director of Corporate Governance					AGM								AGM		
Annual Quality Statement	Director of Nursing and Patient Experience					AGM								AGM		
Annual Audit Letter	Director of Corporate Governance															
Structured Assessment	Director of Corporate Governance															
Charitable Funds Accounts for Approval	Director of Finance															
Health and Safety Annual Report	Director of Strategy	D														
Risk Management Strategy	Director of Nursing and Patient Experience	D														
Board Assurance Framework	Director of Corporate Governance															
Organisational Risk Register	Director of Nursing and Patient Experience															
Review of Standing Orders and Standing Financial Instructions	Director of Corporate Governance															
Review of Board Governance Arrangements (annually)	Director of Corporate Governance															
Policies/Plans as appropriate as identified by each Executive Director	Executive Directors															

Notes:

❖ These meetings are not part of the business cycle of the Board, these are development sessions but due to the timescales for Board Decision formal matters will be considered.

All items will be all considered in the 'Public' Meeting unless there is a justifiable reason why this should be considered in-committee

Annual General Meeting : Proposal this is a separate day to the Board Meeting and that a 'task and finish group' work through the options for the design of the AGM for agreement in September/October.

D – report deferred to a new date