Cardiff and Vale University Health Board - Board Plan of Business 2023-24								
	Committee/							
App - Approval Ass - Assurance Inf - Information	Group	Lead	25-May	27-Jul	28-Sep	30-Nov	25-Jan	28-Mar
Agenda Item	, ·	1	, ,	1	ļ ·			
Strategy and Strategic Plans								
	Management							
	Executives/SLB/							
Determine/ review UHBs aims, objectives and priorities (as part of SoFW Strategy)	Board Dvpt	CEO		Арр				
Approve / Review Values and Standards of Behaviour Framework (part of SoFW Strategy)	P&C	CEO/EDSP		Арр				
Approve / review action required on delivery of strategic objectives	Board Dvpt	CEO			Арр			
	F&P/Board							
Approve IMTP	Dvpt	EDSP						Арр
	Q,S&E/Board							
Approve/ review development and delivery of patient centred clinical services (as part of SoFWS)	Dvpt	MD/EDSP		Арр				
Approve/ Review citizen, partnership and stakeholder engagement and involvement strategies	Board Dvpt	EDSP				Арр		
	Q,S&E/Board							
Approve / Review Quality, Safety and Experience Framework	Dvpt	MD/END				Ass		
	P&C/Board							
Approve / Review People and Culture Plan	Dvpt	EDPC					Ass	
	Board Dvpt	DoF			Арр			
Approve / Review Digital Health Intelligence Strategy	DHIC	DT	Ass					
	F&P/Board							
Approve / review Capital Strategy (including investment and disposal plans)	Dvpt	DoF/EDSP		Ass				
Approve/ Review Framework and Strategy for Performance Management	F&P	CEO		Арр				
Approve Population Health Needs assessment and Commissioning Plan	Q,S&E	EDPH/EDSP						Арр
Approve Joint Area Plan (prepared under direction of RPB in response to Population Needs Assessment)	Board	CEO	Ann					
Approve Joint Area Flair (prepared under direction of KFB in response to Fopulation Needs Assessment) Approve / review Wellbeing objectives in accordance with requirements of Wellbeing of Future Generations Act	board		Арр					
(as part of SoFW Strategy)	Board Dvpt	EDPH/EDSP		Ass				
Approve Wellbeing Plan agreed by Public Service Board	Board	CEO				Ass		
Standing Items			1	<u> </u>	1			
Patient Story	Board	MD/END	Inf	Inf	Inf	Inf	Inf	Inf
Minutes of the previous meeting	Board	DCG	Арр		Арр	Арр		Арр
Action Log	Board	DCG	Ass		Ass	Ass		Ass
Ratify urgent decisions of the Chair/CEO	Board	CCG	Арр		Арр	Арр	Арр	Арр
Chairs Report	Board	CHR	Ass		Ass			Ass
Chief Executive's Report	Board	CEO	Ass	Ass	Ass	Ass	Ass	Ass
		END/MD/EDPC/						
Integrated Performance report (including quality, finance, activity and workforce)	QSE /F&P/P&C	COO/DoF	Ass		Ass			Ass
Board Assurance Framework	Audit	DCG/CEO	Арр		Арр	Арр		Арр
Corporate Risk Register	Audit	DCG	Ass	Ass	Ass	Ass	Ass	Ass

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Chair's Committee Reports to Board:								
-Audit and Assurance Committee	Audit	DCG	Ass	Ass	Ass	Ass	Ass	Ass
-Quality, Safety and Experience Committee	Q,S&E	DCG	Ass	Ass	Ass	Ass	Ass	Ass
-People and Culture Committee	P&C	DCG	Ass	Ass	Ass	Ass	Ass	Ass
- Finance and Performance Committee	F&P	DCG	Ass	Ass	Ass	Ass	Ass	Ass
- Mental Health and Mental Capacity Act Committee	Mental Health	DCG		Ass		Ass	Ass	
- RaTS Committee	RaTS	DCG	-	-	-	-	-	-
- Charitable Funds Committee	CF	DCG	Ass		Ass	Ass		Ass
-Digital Health and Intelligence Committee	DHIC	DCG		Ass		Ass		Ass
-Shaping Our Future Hospitals Committee	SoFH	DCG		, 100		, 100		1.00
Minutes of Committees of the Board:								
-Audit and Assurance Committee	Audit	DCG	Арр	Арр	Арр	Арр	Арр	Арр
-Quality, Safety and Experience Committee	Q,S&E	DCG	Арр	Арр	Арр	Арр	Арр	Арр
-People and Culture Committee	P&C	DCG	Арр	Арр	Арр	Арр	Арр	Арр
- Finance and Performance Committee	F&P	DCG	Арр	Арр	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Арр	Арр	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
- Mental Health and Mental Capacity Act Committee	Mental Health	DCG				Арр	Арр Арр	
- RaTS Committee	RaTS	DCG		Арр		1744 1744		
- Charitable Funds	CF	DCG	- 	-	- 	- 4 mm	Ē	- 
	-		App	<b>A n n</b>	Арр	App		Арр
-Digital Health Intelligence Committee	DHIC	DCG	Арр	Арр		Арр		Арр
-Shaping our Future Hospitals Committee	SofH	DCG	-					
Minutes of Joint Committee:							1.	
- EASC	EASC	DCG	Ass	Ass	Ass	Ass	Ass	Ass
- WHSCC	WHSCC	DCG	Ass	Ass	Ass	Ass	Ass	Ass
Minutes of Advisory Groups:								
- Stakeholder Reference Group	SRG	EDSP	Арр		Арр	Арр		
- Local Partnership Forum	LPF	EDPC	Арр	Арр	Арр	Арр	Арр	Арр
- Healthcare Professional Forum	HPF	EDPC			Арр	Арр	Арр	Арр
Governance								
Approve Standing Orders, Scheme of Delegation, SFIs	Audit	DCG	Арр					
Ratify in public failure to comply with SO's	Audit	DCG	Арр	Арр	Арр	Арр	Арр	Арр
Authorise the use of the seal	Board	DCG	Арр	Арр	Арр	Арр	Арр	Арр
Approve proposals for action on litigation (as and when required)	Board	DCG	Арр	Арр	Арр	Арр	Арр	Арр
				1.1.		1-1-		
Receive and determine action in relation to Board Member declarations of interests (and when required)	Audit	DCG	Ass					
	Management							
Approve the top level organisation structure	Executives	CEO			Арр			
	Management	020			7.66			
Approve corporate policies (as and when required)	Executives	DCG	Арр	Арр	Арр	Арр	Арр	Арр
Appoint and revise Committees of the Board	Board	CHR		744	744	744	745	
	board	CHIK						Арр
Note the appointment of Executive Directors including Board Secretary (as and when required)	RaTS	CHR	Inf	Inf	Inf	Inf	Inf	Inf
Note the appointment of Executive Directors including board secretary (as and when required)	All Board	СПК	Inf	Inf	Inf	Inf	Inf	Inf
Approve TOP for all Committees	Committees	DCG						Ann
Approve TOR for all Committees Appoint, equip, review and where appropriate dismiss the Chair and any members of any Committee, Joint	committees							Арр
	Deard	CUD						
Committee or Group set up by the Board (as and when required)	Board	CHR	As required					
Appoint, equip, review and where appropriate dismiss individuals appointed to represent the Board on outside								
bodies and group (as and when required)	Board/RaTS	CHR/CEO			As rec	uired		1
								.
Approve arrangements relating to responsibilities as a corporate trustee for funds held on trust	Charitable Funds							Арр
Approve Risk Management Strategy and Plans	Audit	DCG					Арр	<b> </b>
Approve Civil contingency and business continuity update	F&P	EDSP	1	1	Арр	1	1	1

Receive reports on performance from external regulators and inspectors e.g. WAO, CHC, HIW which raise ar									
issue or concern impacting on ability to delivery objectives (as and when required)	Q,S&E	MD/END/DCG	As required for assurance						
Receive annual opinion from Head of Internal Audit (HoIA) and approve action required	Audit	DCG	Ass						
Receive annual report from Auditor General for Wales and approve action required	Audit	DCG					Ass		
Receive WAO Structured Assessment	Audit	DCG					Ass		
Approve Annual Report (including Accountability Report and Performance Report)	Audit	DCG		Арр					
Approve audit and assurance arrangements	Audit	DCG					Арр		
Approve policies for dealing with complaints and incidents (as and when required)	Q,S&E	MD/END			As r	equired			
Annual Cycle of Business	Board	DCG						Арр	
Board Development Plan	Board	DCG	Арр						
	Q,S & E/ F&P								
Annual consultations summary	/P&C / Audit	DCG					Ass		
AGM Minutes	AGM	DCG				Арр			
	All Board								
Annual Reports of Board Committees	Committees	DCG						Арр	
Financial									
Approve cases for write off of losses (as and when required)	F&P	DoF		As required					
Approve cases for making special payments above limits of delegation of CEO (as and when required)	F&P	DoF			As r	equired			
Approve Medium Term Financial Plan	F&P	DoF						Арр	
Approve budget and financial framework	F&P	DoF						Арр	
Approve individual contracts/ business cases above the limit delegated to the CEO	F&P	CEO	Арр	Арр	Арр	Арр	Арр	Арр	
Approve Capital Plan	ME	DoF/EDSP	Арр				1.1.		
Approve Annual Financial Accounts	F&P	DoF	1.1.	Арр					
Primary Care Contracts (new awards)	F&P	C00		As required					
Approve reduction in significant activity or operation (as and when required)	F&P	C00				equired			
Annual Reports									
Approve Director of Public Health Annual Report	F&P	EDPH					Арр		
Approve Health and Safety Annual Report	H&S	EDPC		Арр			, .h.h.		
Approve Safeguarding updates and Annual Report	Q,S&E	END		Арр					
Approve Tissue and Organ Donation Annual Report	T&OD	MD			Арр				
Approve Welsh Language Annual Report	P&C	EDPC				Арр			
Key:						744			
Chair - CHR									
Chief Executive - CEO									
Executive Director of Finance - DoF									
Executive Medical Director - MD									
Executive Nurse Director - END									
Chief Operating Officer - COO									
Executive Director of Strategic Planning - EDSP									
Executive Director of Therapies and Health Science - EDTHS									
Executive Director of Public Health - EDPH									
Executive Director of People and Culture - EDPC									
Director of Corporate Governance - DCG									
Director of Digital Health Intelligence - DDHI									