

Meeting Title	Board of Directors		
Date	20 January 2021	Agenda item	Bo.1.21.27

Draft Board Work Plan 2021

Presented by	Laura Parsons, Associate Director of Corporate Governance/Board Secretary		
Author	Laura Parsons, Associate Director of Corporate Governance/Board Secretary		
Lead Director	John Holden, Director of Strategy and Integration		
Purpose of the paper	This paper provides the draft Board work plan for 2021 for review and approval.		
Key control	A comprehensive work plan will ensure that the Board has appropriate oversight of the achievement of its strategic objectives.		
Action required	For review and approval		
Previously discussed at/informed by	N/A		
Previously approved at:	Committee/Group	Date	
	N/A		

Key Options, Issues and Risks

The draft annual Board work plan for 2021 is attached at Appendix 1 for review and approval. This has been developed based on previous work plans and documents required to be presented at Board level, and also to take account of the development of academies and the Regulation & Assurance Committee. This is a first draft and it will need to be reviewed on an ongoing basis to ensure that all relevant items are included and to ensure alignment with the academy and R&A Committee work plans, once developed.

Whilst it is not possible to predict the exact content of each Board Agenda, it is not unreasonable to plan ahead for routine reports. The Board agenda will be shaped to reflect ongoing national and local issues from a strategic, quality, performance and assurance perspective, and draft agendas will be reviewed by the Executive Team and the Chairman prior to issue.

Analysis

The work plan will remain under review and amendments will be made as required. The latest version will be presented at each meeting of the Board of Directors for review.

It is proposed that some items which will be discussed at the Regulation & Assurance (R&A) Committee meetings are provided to the Board for information only, such as the integrated dashboards, strategic risk register and Board Assurance Framework. The Board will receive a report from the Chair of the R&A Committee at each meeting providing details of the key points discussed and any issues that the Committee agreed to escalate to the Board. It is proposed that these documents are still included on the open Board agenda for information to ensure that they remain publically available.

Recommendation

The Board of Directors is asked to:

- a) **Review** the draft work plan attached at Appendix 1; and
- b) **Approve** the work plan, subject to any additions or amendments required.

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Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for patients				g		
To deliver our financial plan and key performance targets			g			
To be in the top 20% of NHS employers					g	
To be a continually learning organisation				g		
To collaborate effectively with local and regional partners					g	
The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors Agreed General risk appetite (G)	N/A					

Risk Implications	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments		▪
Quality implications		▪
Resource implications		▪
Legal/regulatory implications		▪
Diversity and Inclusion implications		▪

Regulation, Legislation and Compliance relevance
NHS Improvement: Risk assessment framework, quality governance framework, code of governance , annual reporting manual
Care Quality Commission Domain: well led
Care Quality Commission Fundamental Standard: good governance
Other (please state):

Relevance to other Board of Director's Committee:	
Regulation and Assurance Committee	Other (please state)