



AGENDA ITEM

2.1.3

CTM BOARD

GOVERNANCE ASSURANCE – FREQUENCY OF BOARD MEETINGS

Date of meeting	29 October 2020
FOI Status	Open/Public
If closed please indicate reason	Not Applicable - Public Report
Prepared by	Georgina Galletly, Director of Governance / Board Secretary
Presented by	Cally Hamblyn, Assistant Director of Corporate Governance & Risk
Approving Executive Sponsor	Director of Corporate Governance
Report purpose	FOR APPROVAL

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

Committee/Group/Individuals	Date	Outcome
N/A Approval required by full Board	TBC	Choose an item.

ACRONYMS

ARC	Audit & Risk Committee
CTM	Cwm Taf Morgannwg
P&C	People & Culture Committee
PPF	Planning, Performance & Finance Committee
Q&S	Quality & Safety Committee



1. SITUATION/BACKGROUND

- 1.1 The Board will recall receiving a report in June 2020 regarding options for Board and Board Committee configuration in the context of the Health Board's response to Covid19 and 'Resetting CTM'. This resulted the Board supporting a move to hold Board meetings virtually on a monthly basis, enabling a focus at alternate meetings on the Resetting CTM framework. In tandem with this change, it was agreed that the Quality & Safety and Audit & Risk Committees (which continued meeting bi-monthly) would act as a key source of assurance until it was possible to resume meetings of the remainder of the Board Committee structure, meeting on a quarterly basis.
- 1.2 At the Health Board meeting on the 30 September the Board supported the frequency of PPF Committee and P&C Committee to be increased from quarterly to bi-monthly, consistent with the current arrangements in place for the Audit & Risk Committee and Quality & Safety Committee.
- 1.3 Given this, it is proposed that monthly meetings of the Board are no longer required and it is therefore proposed that the Board reverts to bi-monthly meetings.

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

- 2.1 Whilst noting COVID-19, and the subsequent implications of COVID-19, continuing to dominate operational activity in the Health Board, the Board governance and assurance has been further strengthened by the re-introduction of the original committee meeting schedule and increasing the frequency of the PPF and P&C Committee, providing stronger, more timely and more comprehensive assurance across all key areas of the Health Board business.
- 2.2 Furthermore, as part of the changes adopted by the Board in June 2020 to support Board assurance during the Covid-19 response, the Health Board agreed the following:
 - Ensuring all agendas are focused on key issues and are not overburdened;
 - Utilising Consent Agendas for all meetings;
 - Continuing with virtual meetings via Teams;



- Continuing to seek Q&As in advance of the meeting to better inform discussion at the meeting and reduce the length of the meetings;
- Committing to conclude all Board and Committee meetings within a maximum of two hours.

2.3 It is proposed these principles continue as part of the Health Board’s routine Board, Committee and Management meeting working arrangements.

2.4 Since June 2020, all Board meetings have been broadcast live and recordings shared on the Health Board website to support transparency. This will continue indefinitely, or until deemed no longer necessary.

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

3.1 The Chair, as always, retains the ability to call a meeting of the Board at any time between the routinely scheduled meetings.

3.2 Due to the rapidly changing environment due to COVID-19, it will be necessary to continue to keep the governance and assurance arrangements of the Board under routine review.

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 Health Board 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)
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	Provide high quality, evidence based, and accessible care

5. RECOMMENDATION

5.1 Members of the Board are asked to **APPROVE:**

- Meetings of the Board revert to every other month from October 2020 for the reasons outlined in section 2 of this report.