

Item: 21

Title: Llais Board - workplan

Standing items for each Board meeting in public:

- Board declarations of interest log
- Chairs report
- Chief Executives report
- Committee reports and assurance
- Finance Report
- Performance report
- Corporate risk register
- 100 day plan progress (will move to annual plan progress)
- Regional report
- Questions from the public
- Forward plan

Items for discussion annually:

- Remit Letter
- Framework document
- Annual budget and financial planning
- Strategic plan and annual plan progress (includes mid-year review and annual report)
- Agree strategic plan (will appear every 3 years)
- Agree annual plan for following year
- Annual Report and Accounts
- Strategic Equality plan
- Annual public sector equality duty
- Welsh language standards annual report
- People survey results, culture and people data
- Cooperation arrangements
- Board and Committee effectiveness appraisal and outcome
- Corporate policies for review and approval
- Annual review of promoting our activities and being accessible to the people of Wales
- Board forward look and priorities
- Board development

Board development/information sessions:

- Public Sector Equality Duty and the Strategic Equality Plan – **22nd November**
- GDPR
- Managing Welsh Public Money
- Health and safety
- Welsh Language Commissioners office – **27th September**
- Veterans Commissioner

- Future Generations Commissioner – **22nd of November**
- Older Peoples Commissioner for Wales
- Children's Commissioner for Wales
- Public Services Ombudsman for Wales
- Healthcare Inspectorate Wales
- Care Inspectorate Wales
- Audit Wales
- WCVA
- Cyber security
- Counter fraud
- EDI training
- Communications training
- Sessions with policy leads from WG
- Digital Healthcare Wales
- Duty of quality and duty of candour
- Improving public and patient safety
- Anti-racist Wales action plan
- LGBTQ+ action plan
- Disability rights taskforce
- More than Just words
- Session with Internal Audit
- Security awareness training
- Session with Kath Jenkins, Chief Security Officer Welsh Government

Board informal Session	Board informal Session	Board meeting in public
<p>22 November 10:00-14:30</p>	<p>December – no meeting</p>	<p>17 January 11:00-12:00 24 January 8:30-12:00 (meeting) Location: Neath Port Talbot and Swansea</p>
<ul style="list-style-type: none"> ➤ Session with EHRC 10:00-11:00 ➤ Session with FGC 11:30-12:30 ➤ How we measure impact – Key Performance Indicators 		<ul style="list-style-type: none"> ➤ Health and Social Care in NP&S ➤ IT systems update ➤ Draft budget allocation in light of agreed budget ➤ Planning and progress ➤ Draft Strategic plan 24/27 ➤ Values and behavioural framework ➤ L&D plan ➤ Volunteer update ➤ Review of policies and procedures ➤ Effectiveness review process
<p>28 February 12:00-16:30 29 February 09:30-14:30 (face to face meeting)</p>	<p>27 March 10:00-14:30</p>	<p>April meeting TBC Location: Powys</p>
<hr/> <ul style="list-style-type: none"> ➤ Framework document review ➤ Values and behavioural framework <hr/> <ul style="list-style-type: none"> ➤ Board effectiveness review session ➤ Board objectives for 2024/25 ➤ Board learning and development needs ➤ Ambassadorial roles – opportunity to share learning 	<ul style="list-style-type: none"> ➤ Review cooperation arrangements and progress ➤ Full review of Board forward look ➤ Review standing orders ➤ Agree media and communications strategy 23/24 	<ul style="list-style-type: none"> ➤ Remit letter ➤ Framework document ➤ Agree strategic and annual plans ➤ Timeline and communications plan for annual report and accounts 23/24 ➤ Board and committee effectiveness ➤ Risk appetite review – ARAC report ➤ Conference and ConFed report

