



DIRECTORATE REPORT TO BUSINESS EXECUTIVE TEAM AND BOARD

Directorate:	Board Business Unit
Executive Lead:	Paul Veysey
Reporting Month:	April 2024
Business Executive Team Meeting Date:	15 May 2024
Board Meeting Date:	30 May 2024

Overview of Key Activities During the Month

The Board Business Unit are focusing on a number of development areas, including

- Developing proposals and actions to review Business Executive Team and Leadership Team governance . This includes the development of a Governance hub to provide consistency with
- Further developments utilising Sharepoint functionality to support our governance processes including development of a Composit work plan to internally support work planning at Board, Committee, BET and LT level; this will streamline the process and have a single point of reference for Exec Directors to review their upcoming reporting cycle.
- Commencing the planning work to support the Governance Hub Pilot.

Successes

- Vice Chair recruitment has been completed and Clare Jenkins was appointed from 1 May 2024.
- Finalisation of the draft forward work plans for the Board and Committees. This has been an extensive review including a review of the Committee Terms of Reference, overlaying the work plans with the cross committee work planning approach agreed with the Chairs of the Committee and also includes an assurance mapping exercise to cross reference each item to its purpose and basis within the Terms of reference, board assurance framework, Standing orders and relevant protocols. This has been the subject of an Internal Audit which has been presented to the Audit and Corporate Governance Committee in May (Substantial Assurance).
- Annual Report – Finalisation and reporting to BET /ACGC in May in draft form.

Any Concerns being managed:

None.

Forward Look of key activities for next month

- Continuing our cross committee work planning including development of a risk based approach to manage in year cross working which will be reported to the Board in May.
- Planning and scheduling a joint Board Development Session with Cwm Taff – to take place in June.
- Recruitment for the role of the Board Chair is underway, which will become vacant from 1 June. Interim arrangements to cover this role whilst the recruitment is completed are being reviewed.