



# BOARD

## Schedule of Business 2018/19

BUSINESS TOPIC	20 June 2018	27 Sept 2018	18 Dec 2018	28 Mar 2019
<b>OPENING BUSINESS</b>				
Chair's Report	✓	✓	✓	✓
Chief Executive Report	✓	✓	✓	✓
Executive Advisor Social Work Report	✓	✓	✓	✓
<b>STRATEGY AND POLICY</b>				
<b>Approval of Care Inspectorate Strategies on a rolling/as required basis</b> <ul style="list-style-type: none"> <li>• Financial Strategy</li> <li>• Customer Service Strategy</li> <li>• Legal Services Strategy</li> <li>• ICT Strategy</li> <li>• Intelligence Strategy</li> <li>• Shared Services Strategy</li> <li>• Information Governance Strategy</li> <li>• Communications Strategy</li> </ul>				
Update on Corporate Plan		✓		
Approval of Corporate Plan			✓	
Transformation Plan – Next Steps		✓		
Board Development Strategy (Draft)		✓		
Approval of Scrutiny and Improvement Plan				✓
Approval of Budget and Indicative Budget				✓
Strategic Risk Register	✓			

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Approval of Risk Appetite and Risk Policy	✓			
Annual Review of Procurement Strategy				
Policy/Parliamentary Tracker and Timetable (email briefings in advance of Board meetings)				
Work and Policy Direction off UK Regulators (email briefings in advance of Board meetings)				
Scottish Government Programme for Government			✓	
<b>MONITORING AND GOVERNANCE</b>				
Budget Monitoring		✓	✓	
Monitoring our Performance Quarterly Report	✓	✓	✓	✓
Review of Committee Structure and changes to RoP&SoD	✓			
Minute of Audit Committee	✓	✓	✓	✓
Minute of Resources Committee	✓			
Complaints Activity Report	✓	✓	✓	✓
Annual Report on Complaints Activity 2017/18		✓		
Annual Report and Accounts		✓		
Combined ISA260 Report		✓		
Health and Safety Annual Report		✓		
Equality Duty Reporting – Annual Progress Report	✓			
Annual Review of the Care Inspectorate’s Financial Regulations			✓	
Information Governance Update Report	✓			
Best Value Report 2017/18 (to May 2018 Resources Committee – thereafter to 1 <sup>st</sup> Quarter meeting of Board)				
Annual Accounts 2017/18 Progress Report (to May 2018 Resources Committee – thereafter to 1 <sup>st</sup> Quarter meeting of Board)				
Procurement Update and Performance Report		✓		
Quality & Strategy; Audit; Resources Committees’ Annual Reports to the Board		✓		
Board and Committee 2019/210 – proposed meeting dates		✓		

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<b>OPERATIONAL</b>				
Programme Board Update Report (Business & Digital Transformation)	✓	✓	✓	✓
Approval of Pay Remit for submission to Scottish Government				✓
People Management Policies Monitoring Report <i>(to May 2018 Resources Committee – thereafter to each Board meeting)</i>			✓	✓
Update on Significant Organisational Restructures <i>(when required)</i>				
Estates Update <i>(when required)</i>				
Approval of Compensation Payments <i>(when required)</i>				
<b>STANDING ITEMS</b>				
Identification of Risk	✓	✓	✓	✓
Schedule of Board Business	✓	✓	✓	✓
<b>CONFIDENTIAL ITEMS</b>				
Proposed pay remit for senior appointments 2018-19		✓		