



## BOARD

### Schedule of Business 2019/20

BUSINESS TOPIC	19 June 2019	26 Sept 2019	17 Dec 2019	26 Mar 2020
<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				
Corporate Plan	✓ Final			
Transformation Plan – Next Steps		✓		
Scrutiny and Improvement Plan (draft to December)			✓	✓
Budget and Indicative Budget				✓
Refreshed Improvement Strategy	✓			

<b>BUSINESS TOPIC</b>	<b>19 June 2019</b>	<b>26 Sept 2019</b>	<b>17 Dec 2019</b>	<b>26 Mar 2020</b>
Strategic Risk Register	✓			
Approval of Risk Appetite and Risk Policy	✓			
Annual Review of Procurement Strategy				
Policy/Parliamentary Tracker and Timetable ( <i>email briefings in advance of Board meetings</i> )				
Work and Policy Direction of UK Regulators ( <i>email briefings in advance of Board meetings</i> )				
Scottish Government Programme for Government ( <i>email briefing</i> )			✓	
<b>MONITORING AND GOVERNANCE</b>				
Budget Monitoring		✓	✓	
Monitoring our Performance Quarterly Report	✓	✓	✓	✓
Minute of Audit Committee	✓	✓	✓	✓
Complaints Activity Report		✓ (annual report)		✓
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				✓
Best Value Report 2017/18 ( <i>to May 2018 Resources Committee – thereafter to 1<sup>st</sup> Quarter meeting of Board</i> )	✓			
Annual Accounts 2017/18 Progress Report ( <i>to May 2018 Resources Committee – thereafter to 1<sup>st</sup> Quarter meeting of Board</i> )	✓			
Audit Committee Annual Report to the Board		✓		
Board and Committee 2020/21 – proposed meeting dates		✓		
<b>OPERATIONAL</b>				
Programme Board Update Report (Business & Digital Transformation)	✓	✓	✓	✓
Procurement Update and Performance Report			✓	

<b>BUSINESS TOPIC</b>	<b>19 June 2019</b>	<b>26 Sept 2019</b>	<b>17 Dec 2019</b>	<b>26 Mar 2020</b>
Approval of Pay Remit for submission to Scottish Government				✓
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		✓		