1. **Purpose of Report (Including link to objectives)**
   To presents the annual cycle of business for the Trust Board for 2013/14.

2. **Summary of Key Issues for Discussion**
   - The Trust Board should approve an annual cycle of business which identifies the reports which will be regularly presented for consideration;
   - The annual cycle is one of the key components in ensuring that the Trust Board is effectively carrying out its role in leading the Trust;
   - The key business cases which the Trust Board will need to consider during the year are also included, however the timing of presentation may change;
   - The Trust Board will receive other reports throughout the year on areas of risk or interest;
   - The annual cycle also incorporates the Trust Board development planner which will need to be updated following the Trust Board’s annual review of effectiveness;

3. **Recommendations (Note, Approve, Discuss etc)**
   The Board is asked to:
   - Approve the Annual Cycle of Business for 2013/14;
   - Consider development areas to be included on the planner for 2013/14.

4. **Care Quality Commission Outcomes (which apply)**
   The Trust Board will receive 6 monthly updates on compliance against the Care Quality Commissions Outcomes in addition to exception reports if required.

5. **Legal / Regulatory Implications (NHSLA / ALE etc)**
   None identified.

6. **NHS Constitution**
   The Trust Board receives an annual update on compliance with the NHS Constitution.

7. **Risk (Threats or opportunities link to risk on register etc)**
   This paper presents one of the controls to ensure that the Board operates effectively and considers reports across all major areas of business.

8. **Resources Implications (Financial / staffing)**
   None directly related to this report.
## 9. Equality and Diversity
Not directly applicable.

## 10. Communication
The annual cycle will be communicated to the operational management of the Trust.

## 11. References to previous reports
The Trust Board received a report on the 2012/13 annual cycle at its April 2012 meeting.

## 12. Freedom of Information
Public.