

Agenda item: 7

Governors' Council Forward Planning

Regular Agenda Items

| Item | Responsible Officer / Governor |
|--|---|
| Sub-Committee and Task & Finish groups reports / minutes – as appropriate | Trust Secretary / FT Membership Officer / Committee Chairs |
| Receive Performance Information (Performance Data pack and exception report updates) | Relevant Committee Chair / Support Executive |
| Declaration / Register of Interests | Trust Secretary / FT Membership Officer |
| Membership review | Membership & Comms Chair / FT Membership Officer |

Annual Business Cycle overleaf....

Governors' Council – Annual business cycle and forward list

| Task | Freq | 5 Apl 16 | 2 Jun 16 | 20 Jul AMM 16 | 4 Oct 16 | 6 Dec 16 | 7 Feb 17 | 4 Apl 17 | 6 Jun 17 | 4 Jul AMM 17 | 3 Oct 17 | 28 Nov 17 | 30 Jan 18 | 27 Mar 18 | 29 May 18 | 12 Jul AMM | 31 July 18 | 25 Sep 18 | 27 Nov 18 | 29 Jan 19 | Feb 19 |
|--|----------|----------------|----------------|---------------------|----------------|----------------|----------------|----------------|----------------|--------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|-----------|
| Annual Members' Meeting | A | | | ✓ | | | | | | ✓ | | | | | | | | | | | |
| Appoint the Auditor | AR | | | ✓ | | | | | | | | | | | | | | | | | |
| Receive the Annual Report, Accounts & Quality Account | A | | | ✓ | | | | | | ✓ | | | | | | ✓ | | | | | |
| Appraisal of the Chair | AR | | | | ✓ | | | | | | | ✓ | | | | | | | ✓ | | |
| Lead Governor Appointment | AR | | | | | | ✓ | | | | | | | | | | | | | | |
| Code of Conduct | AR | | | | | | | | | | | | | | | | ✓ | | | | |
| Review ToR of GC Committees | AR | | | | | | | | | | | | | | | | | | | | |
| ~ Patient Experience | | | ✓ | | | | | | | | | | | | ✓ | | | | | | |
| ~ Nomination & Remuneration | | | | | | | | | | | | ✓ | | | | | | | | | |
| ~ Membership & Comms | | | ✓ | | | | | | | | | | | | ✓ | | | | | | |
| ~ Business Committee | | ✓ | | | | | | | | | | | | | ✓ | | | | | | |
| ~ Constitution Working Group | | | | | | | | | | | | | ✓ | | | | | | | | |
| Review 'Working Together Strategy' & Key Governance Policies | A/2 A | ✓ | | | | | | | | | | ✓ | | | | | | | | | |
| Review Constitution | AR | | | ✓ | | | | | | ✓ | | | | | | ✓ | | | | | |
| Review Membership Strategy & Action Plan | 2A | | | | | | | | | | | | ✓ | | | | | | | | |
| Review Engagement Policy | AR | ✓ | | | | | | | | | | | | ✓ | | | | | | | |