Agenda item 12

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	6 Oct 15	1 Dec 15	2 Feb 16	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	1 Aug 17	3 Oct 17	5 Nov17	Jan 18	Mar 18	May 18	Jul 18	Sep 18
Annual Members' Meeting	A						✓						✓							✓	
Appoint the Auditor	AR						✓													✓	
Receive the Annual Report, Accounts & Quality Account	A						✓						✓							✓	
Appraisal of the Chair	A							✓							✓						✓
Lead Governor Appointment	AR									✓								✓			
Annual Plan	A/AR				✓						✓		✓					✓		✓	
Code of Conduct	AR																		✓		
Review ToR of GC Committees	2A /																				
~ Audit Committee	AR				✓													✓			
~ Patient Experience						✓													✓		
~ Nomination & Remuneration		✓													✓						
~ Membership & Comms						✓													✓		
~ Business Committee					✓													✓			
~ Constitution Wkg Group																	✓				
Review 'Working Together Strategy' & Key Governance Policies	A/2A				✓													✓			
Review Constitution	AR						✓							✓						✓	
Review Membership Strategy & Action Plan	2A			✓													✓				
Review Engagement Policy	AR				✓													✓			
Business Plan Review	AR			✓																	