

COUNCIL OF GOVERNORS' MEETING

20 JULY 2017

Paper Title:	Council of Governors' Business Cycle
Section:	Public
Lead Director:	Michael Smith, Chair
Paper Author:	Stella Jackson, Deputy Trust Secretary
Agenda Item:	10
Presented For:	Discussion

PURPOSE OF THIS PAPER:

To provide Governors with a schedule of business items for consideration at future meetings.

EXECUTIVE SUMMARY:

The work programme, attached at Annex A, incorporates proposed agenda items for forthcoming Council of Governor meetings. It also incorporates proposed future bite-size training topics.

RECOMMENDATIONS:

That the Council of Governors':

- considers the work programme at Annex A, particularly items for the December 2017 meeting;
- considers the timetabling of future bite-size training items; and
- notes any additional items as a result of today's meeting for inclusion in the programme.

COUNCIL OF GOVERNORS' WORK PROGRAMME 2017/18

Subject Group	July 2017	December 2017
Standing Items	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback
Bitesize Training	Agile Working	
Quality and Strategy	Annual Report and Accounts, Quality Account and Annual Members' Meeting Wakefield Children's Services	Operational Plan Progress Update Reaching out to Carers Update (requested at 10/11/16 meeting – to cover characteristics and numbers of carers accessing the Hub)
Governance	Governor Approved Minutes Chair and NED Appraisal Summary Report NED and Chair Remuneration Results of the Council of Governor Performance Evaluation Approval of Non-Executive Director Appointment Approval of Governance Manual	Governor Approved Minutes Constitution Review Membership Strategy Update

Potential Future Bitesize Training Topics:
Equality and Diversity/Workforce

COUNCIL OF GOVERNORS' WORK PROGRAMME 2017/18

Subject Group	February 2018	May 2018
Standing Items	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback
Bitesize Training		
Quality and Strategy	Quality Accounts – Quality Goal	Operational Plan Progress Update
Governance	Governor Approved Minutes	Governor Approved Minutes Lead Governor Appointment (Expressions of Interest) Committee Appointments Register of Interests and Fit and Proper Person Declaration Register of Gifts and Hospitality COG Performance Review Proposal

COUNCIL OF GOVERNORS' WORK PROGRAMME 2017/18

Subject Group	July 2018	December 2018
Standing Items	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback	Chair's Report on Board of Director Meetings Integrated Performance Report Council of Governors' Work Programme Governor Feedback
Bitesize Training		
Quality and Strategy	Annual Report and Accounts, Quality Account and Annual Members' Meeting	Operational Plan Priorities
Governance	Governor Approved Minutes Lead Governor Appointment (Annual) Chair and NED Appraisal Summary Report NED and Chair Remuneration Results of the Council of Governor Performance Evaluation Constitution Review Approval of Governance Manual 2018-2020 Membership Strategy	Governor Approved Minutes 2018-2020 Membership Strategy – Progress Update

