

## COUNCIL OF GOVERNORS' MEETING

13 AUGUST 2015

Paper Title:	Council of Governors' Business Cycle
Section:	Public
Lead Director:	Mike Smith, Chair
Paper Author:	Paul Hogg, Trust Secretary and Stella Jackson, Deputy Trust Secretary
Agenda Item:	13
Presented For:	Discussion

### PURPOSE OF THIS PAPER:

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

### EXECUTIVE SUMMARY:

At the Council of Governors' meeting on 13 May, the Chair reported that a forward work programme would be forwarded to future Council of Governor meetings, commencing in August 2015.

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 November meeting; and
- notes any additional items as a result of today's meeting for inclusion in the programme.

## ANNEX A: COUNCIL OF GOVERNORS' WORK PROGRAMME 2015/16

Subject Group	13 August 2015	12 November 2015
<b>Standing Items</b>	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
<b>Bitesize Training</b>	Quality Account	Proposed: You and Your Care Strategic Reference Group
<b>Quality and Strategy</b>	Quality Account Annual Planning 15 Step Quality Visits	Membership Strategy update Annual Plan Priorities Presentation on the work of the Quality and Safety Committee
<b>Governance</b>	Governor Committees Report Governor Committee Membership Glossary of Terms Lead Governor Appointment (Annual) Governor Committee Membership (Annual) Annual Members' Meeting/Annual General Meeting Quality and Safety Committee Presentation	Governor Committees Report Process of Performance Evaluation of Chairs and NEDs

## COUNCIL OF GOVERNORS' WORK PROGRAMME 2015/16

Subject Group	11 February 2016	12 May 2016
<b>Standing Items</b>	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
<b>Bitesize Training</b>	Audit	
<b>Quality and Strategy</b>	Annual Plan Priorities	Annual Plan Priorities
<b>Governance</b>	Governors Committees Report Presentation about the Audit Committee Annual Report and Accounts Register of Interests COG Performance Review Chair and NED Appraisals	Governors Committees Report External Auditor Appointment Lead Governor Appointment Committee Appointments Skills Audit Refresh

**Future Bitesize Training Sessions: to be timetabled into the Work Programme:**

Finances in the NHS and FTs  
Equality and Diversity/BDCT Workforce  
Effectively Seeking Assurance  
Risk Identification and Management

Agile Working  
Constitution and Licence