

COUNCIL OF GOVERNORS' MEETING

10 NOVEMBER 2016

Paper Title:	Council of Governors' Business Cycle
Section:	Public
Lead Director:	Michael Smith, Chair
Paper Author:	Stella Jackson, Deputy Trust Secretary
Agenda Item:	14
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 February 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 2016/17

Subject Group	11 August 2016	10 November 2016
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	Presentation about the Mental Health Legislation Committee	Finance and Funding
Quality and Strategy	Annual Report and Accounts Annual Members' Meeting Quality Account Annual Plan Priorities	Annual Plan Priorities Protected Characteristics of those People using Mental Health Services (agreed at bite-size training in August 2016) Characteristics of those People identifying themselves as carers to the Trust (agreed at August 2016 meeting)
Governance	Governors Committees Report Lead Governor Appointment (Annual) Chair and NED Appraisal Summary Report Results of the Council of Governor Performance Evaluation Constitution Review Reappointment of the Chair	Governors Committees Report Approval of Chief Executive Appointment (tbc) Approval of Governance Manual Quality Review of Audits (tbc)

COUNCIL OF GOVERNORS' WORK PROGRAMME 2016/17

Subject Group	February 2017	May 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	Holding to Account	
Quality and Strategy	Quality Accounts – Quality Goal Effectiveness of the Revised Complaints Process (Agreed at August 2016 meeting) Annual Plan Update about Plans for the ITC unit (requested in Governor Performance Evaluation report)	
Governance	Governor Committees Report COG Performance Review Proposal Membership Development Working Group Terms of Reference Nominations Committee Terms of Reference Quality Review of Audits (tbc)	Governor Committees Report Lead Governor Appointment (Expressions of Interest) Committee Appointments Register of Interests and Fit and Proper Person Declaration Register of Gifts and Hospitality

COUNCIL OF GOVERNORS' WORK PROGRAMME 2016/17

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		
Quality and Strategy	Annual Report and Accounts, Quality Account and Annual Members' Meeting	Annual Plan Priorities
Governance	Governors Committees Report Lead Governor Appointment (Annual) Chair and NED Appraisal Summary Report Results of the Council of Governor Performance Evaluation Constitution Review	Governors Committees Report Approval of Governance Manual

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

Agile Working
Equality and Diversity/BDCT Workforce
Constitution and Licence