

## COUNCIL OF GOVERNORS' MEETING

9 FEBRUARY 2017

Paper Title:	Council of Governors' Business Cycle
Section:	Public
Lead Director:	Michael Smith, Chair
Paper Author:	Stella Jackson, Deputy Trust Secretary
Agenda Item:	11
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 May 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	February 2017	May 2017
<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>	Holding to Account (45 minutes)	Mental Health Strategy
<b>Quality and Strategy</b>	Quality Accounts – Quality Goal Maximising the full potential of our relationships	Effectiveness of the Revised Complaints Process (Agreed at August 2016 meeting - moved to May from February) Annual Plan Update about Plans for the ITC Unit (if available) Mortality Review
<b>Governance</b>	Governor Approved Minutes Nominations Committee Terms of Reference Quality Review of Audits (tbc)	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 Quality review of audits (tbc)

## COUNCIL OF GOVERNORS' WORK PROGRAMME 2016/17

Subject Group	July 2017	December 2017
<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>	Challenges and Pressures Faced by the Trust	
<b>Quality and Strategy</b>	Annual Report and Accounts, Quality Account and Annual Members' Meeting	Annual Plan Priorities  Reaching out to Carers Update (requested at 10/11/16 meeting – to cover characteristics and numbers of carers accessing the Hub)
<b>Governance</b>	Governor Approved Minutes Lead Governor Appointment (Annual) Chair and NED Appraisal Summary Report Results of the Council of Governor Performance Evaluation Constitution Review Approval of Non-Executive Director Appointment	Governor Approved Minutes Approval of Governance Manual

### Potential Future Bitesize Training Topics:

Agile Working  
Equality and Diversity/BDCT Workforce  
Constitution and Licence