

GLOUCESTERSHIRE HOSPITALS NHS FOUNDATION TRUST

COUNCIL OF GOVERNORS – WORK PLAN

Month	Standing Items							Additional Items						
January	Minutes and Matters Arising of the previous: • Council Meeting • G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Effectiveness Review Group or other Working Group	Infection Control Report	Governor Questions	Presentation Internal &/or External Auditors (if not Nov 2011)	QIPP Savings Plan	Strategic Objectives in light of the NHS Operating Framework	Monitor Relationship Manager Visit			
March	Minutes and Matters Arising of the previous: • Council Meeting • G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Effectiveness Review Group or other Working Group		Governor Questions	Chair and Non-Executive Director Appraisal: Plan	QIPP Savings Plan	Chair and Non-Executive Director Remuneration	Charitable Funds Committee – Discussion of Role			
May	Minutes and Matters Arising of the previous: • Council Meeting • G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Working Group Induction Process Results	Infection Control Report	Governor Questions	Strategic Objectives	QIPP Savings Plan	Annual Report and Annual Plan (Drafts for Discussion)	Draft Membership Strategy/ Membership Annual Report	Chair and Non-Executive Director Appraisal & Remuneration	Governor Elections	Draft Quality Account
July	Minutes and Matters Arising of the previous: • Council Meeting G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Effectiveness Review Group or other Working Group		Governor Questions	Audit Plan (External Auditor)	QIPP Savings Plan	Equality Delivery System Update	Annual Meeting	Staff Survey Results and Action Plan	Governor Elections	Quality Account External Assurance (Auditors)
September	Minutes and Matters Arising of the previous: • Council Meeting • G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Effectiveness Review Group or other Working Group	Infection Control Report	Governor Questions	Strategic Objectives	QIPP Savings Plan	National Inpatient Survey Results and Action Plan	Annual Meeting	Membership Strategy to Confirm	Governor Election: Results	
November	Minutes and Matters Arising of the previous: • Council Meeting • G&N Meeting	Chief Executive's Update	Integrated Performance Report	Summaries and Verbal Reports from sub-Committees	Effectiveness Review Group or other Working Group		Governor Questions	Annual Audit Letter (External Auditor)	QIPP Savings Plan	Governor Attendance at Council Meetings	Governor Expenses - Annual Review			

Additional Items as required	Major National Reports (e.g. Francis Enquiry)	FTGA / SWGEN Events	CQC Visits / Inspections	Chair/NED Appointments	Governor Development	Monitor Visits	Half Day Strategy	Half Day Development
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