

UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST
COUNCIL OF GOVERNORS
TUESDAY 18 FEBRUARY 2014

Title:	ANNUAL CYCLE OF BUSINESS
Responsible Director:	David Burbridge, Director of Corporate Affairs
Contact:	Sarah Snowden, Governor Liaison, Ext: 14323

Purpose:	To set out the Council of Governors' annual cycle of business for the financial year 14/15.
Confidentiality Level & Reason:	None
Medium Term Plan Ref:	
Key Issues Summary:	<p>The attached document sets out those matters proposed to be considered by the Council of Governors during the financial year 14/15. It is intended to capture those items which the Council of Governors can expect to receive over the course of the financial year to enable it to fulfil its purpose.</p> <p>In year amendments to the cycle may be necessary as the Trust reviews and develops its framework of assurance. The Director of Corporate Affairs shall propose such amendments to the Chair for her approval.</p>
Recommendations:	<p>The Council of Governors is asked to:</p> <ul style="list-style-type: none"> ○ Approve the attached annual cycle of business; ○ Agree that the Chair may approve amendments to the Annual Cycle during the course of the year.

Approved by: David Burbridge	Date: 6 February 2014
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COUNCIL OF GOVERNORS - ANNUAL CYCLE 2014/15

		20 May 2014	21 July 2014	05 September 2014	22 September 2014	13 November 2014	xx February 2015
Key					A G M		
	Dbu	Minutes of the CoG Feb 2014	Minutes of the CoG 20 May 2014	Minutes of the CoG 21 July 2014		Minutes of the CoG 5 Sept 2014	Minutes of the CoG 13 November 2014
	AB	Matters Arising	Matters Arising	Matters Arising		Matters Arising	Matters Arising
	MJ	Chairman's Report	Chairman's Report	Chairman's Report		Chairman's Report	Chairman's Report
	TJ			Report from Chair of Audit Committee			Q3 Quality Account Update Report
	MSx			Q1 Quality Account Update Report		Q2 Quality Account Update Report	Quality Account Priorities for 2015/16
	DR	Performance Indicators Report, 2013/14 Annual Plan Year End Update, and 2014/15 Annual Plan Update (HA)		Performance Indicators Report (HA)		Performance Indicators Report and 2013/14 Annual Plan Update (HA)	Performance Indicators Report and 2014/15 Annual Plan Update (HA)
	PN	Prevention Infection & Control - Quarterly Report	Membership Strategy	Prevention Infection & Control - Quarterly Report		Prevention Infection & Control - Quarterly Report	Prevention Infection & Control - Quarterly Report
	AMcK	Patient Care Quality - Quarterly Report		Patient Care Quality - Quarterly Report		Patient Care Quality - Quarterly Report	Patient Care Quality - Quarterly Report
	KB	Finance & Activity Performance Report Quarterly Report	Approve appt of External Audit for 15/16	Finance & Activity Performance Report Quarterly Report		Finance & Activity Performance Report Quarterly Report	Finance & Activity Performance Report Quarterly Report
	FA	Outcome of Chair and NED Appraisals	Report from Chair of Investment Committee			Approve Annual Cycle of Business	
	VT	Date of next meeting: 21 July 2014	Date of next meeting: 5 September 2014	Date of next meeting: 13 November 2014	Date of next meeting: xx February 2015	Date of next meeting: xx May 2015	