

**SHEFFIELD TEACHING HOSPITALS NHS FOUNDATION TRUST****EXECUTIVE SUMMARY****REPORT TO THE COUNCIL OF GOVERNORS****29 JANUARY 2013**

<b>Subject</b>	Governors' Time Out – 3 August 2012
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**PURPOSE OF THE REPORT**

To provide feedback and confirm actions from the Governors' Time Out held on 3 August 2012

**KEY POINTS**

- Continue to hold four Council of Governors meetings per annum;
- Extraordinary Meetings of Council may be called;
- Two additional open and interactive Council Sessions per annum will be introduced to consider:
  - Trust targets
  - Key strategic issues
- Meetings of the Council of Governors will continue to be held from 5:00 pm - 7:00 pm;
- Agendas and supporting papers for meetings of the Council of Governors will be:
  - circulated to Governors at least one week prior to the date of the meeting
  - concise, comprehensive and easy to read and all supporting papers will include an Executive Summary summarising the key points
- The Minutes of the meetings of the Council of Governors will reflect Governors' contribution/challenges;
- An unadopted copy of the Minutes will be provided to Governors within 10-14 days of the Council meeting;
- An Executive Summary of the Council Minutes will be made available for publication in the GoodHealth newspaper for Trust Members;
- Members of the Council of Governors Nominations and Remuneration Committee will regularly attend Board Sub-Committee Meetings as observers;
- Governors will continue to be offered appropriate development opportunities through Trust mechanisms and the new national development training to be provided by the Foundation Trust Network;
- Governors' Board Briefing Sessions with the Trust Chairman, Chief Executive and Trust Secretary will continue.

**RECOMMENDATIONS**

The Council of Governors is asked to note the outcomes from the Governors' Time Out.