

## **Annual Board Planner**

Topic	Scheduled meetings											
Introduction	J	F	М	Α	М	J	J	Α	S	0	N	D
Approve previous meeting minutes	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Outstanding action items	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Conflicts of interest with agenda items for decision	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Directors and officers liability insurance renewal review					Х							
Structure and skills	J	F	М	Α	М	J	J	Α	S	0	N	D
Board evaluation							Х					
Chair evaluation							Х					
Director evaluation							Х	Х				
Director succession planning			Х					Х				
Establish number and schedule of meetings for forthcoming year	Х											
Annual General Meeting matters								Х	Х			
Review board position descriptions (Chair and Directors)										Х		
Review and update board induction										Х		
Management	J	F	М	Α	М	J	J	Α	s	0	N	D
CEO board report	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Financial report	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
CEO succession planning			Х						Х			
CEO performance review						Х					Х	
Strategy	J	F	M	Α	M	J	J	Α	s	0	N	D
Strategy planning			Х	Х								
Strategy update					Х							
Review and approve strategic and operations plan					х							
Discussion on emerging issues	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	



Committees	J	F	М	Α	М	J	J	Α	s	0	N	D
Audit & Risk Committee		Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Finance Committee	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Governance Committee		Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	
Risk and assurance	J	F	М	Α	М	J	J	Α	S	0	N	D
Review risk profile			Х									
Review risk management framework			Х									
Review insurance plan					Х							
Review compliance actions			Х									
Governance Performance	J	F	М	Α	М	J	J	Α	S	0	N	D
Annual Sport Governance Standards (SGS) assessment				Х								
Governance & Organisational Enhancement (GOE) planning					Х							
Reports	J	F	М	Α	М	J	J	Α	S	0	N	D
Annual financial report									Х			
Annual report (including governance)									Х			
Policy, Values & Behaviours Review	J	F	М	Α	М	J	J	Α	s	0	N	D
Review values and behaviours										Х		
Review board code of conduct										Х		
Review board and committee charters			Х							Х		
Review Board policies & documents		Χ	Χ	Х	Χ					Х	Χ	
Review Non / Financial Delegations											Χ	
Member Forums	J	F	М	Α	М	J	J	Α	s	0	N	D
AGM										Х		

**Note**: This is a live document that may be updated when required. Notifications will be distributed when changes are made.