|  | **Jul** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **June** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Meeting Schedule** |
| General board meeting |  | 3rd  | 21st  | 27th | 23rd AGM |  |  | 15th  | 29th  |  | 10th  | 21st  |
| Finance and Audit Committee meeting |  |  | X |  |  |  |  |  | X |  |  | X |
| Sub-Committee meetings held (CRM) |  |  | X |  | X |  |  | X |  |  | X |  |
| **2. Strategy Formulation** |
| Strategic planning workshop |   |   |   |   |   |   |   |   |   |   |   |   |
| Approve/Review strategic plans |   |   |   |   |   |   |   |  X |   |   |   |   |
| Approve/Review business plans (where applicable) |   |   |   |   |   |   |   |   |   |   |   |  X |
| Approve budget |   |   |   |   |   |   |   |   |   |   |   |  X |
| **3. President or CEO** |
| Finalise/review contracts/agreements |   |  X |   |   |   |   |   |   |  X |   |   |   |
| Approve performance KPIs |   |   |   |   |   |   |   |   |   |   |  X |   |
| Assess performance (half yearly) |   |   |   |   |  X |   |   |   |   |   |   | X  |
| Assess performance (full year) |   |   |   |   |   |   |   |   |   |   |   |  X |
| Review contractor terms/contract, rates and conditions |   |   |   |   |   |   |   |   |   |   |  X |   |
| Review succession planning |   |   |   |   |   |   |   |  X |   |   |   |   |
| Review contractor performance |   |   |   |   |  |   |   |  X |  X |   |  X |  X |
| **4. Accountability** |
| Financial reports |   |   |   |   |   |   |   |   |   |   |   |   |
| * approve half year
 |  |  |  |  | X |  |  |  |  |  |   |   |
| * approve full year
 |  |  |  |  |  |  |  |  |  |  |   |  X |
| Approve annual report |  |  |  |  | X |  |  |  |  |  |  |  |
| **5. Monitoring and Supervision** |
| Review reporting format |   |   |   |   |   |   |   |   |  X |   |   |   |
| Review board reporting requirements |   |   |   |   |   |   |   |   |  X |   |   |   |
| **6. Policy Making and Review** |
| Review constitution |  | X |  |  |  |  |  |  |  |  |  | X |
| Review board charter |   |   |   |   |   |   |   |   |   |   |   |  X |
| Review board code of conduct |  |  |  |  |  |  |  |  |  |  |  | X |
| Review board role description |   |  X |   |   |   |   |   |   |   |   |   |  X |
| Review risk management policy |   |   |   |   |   |   |   |   |   |   |   |  X |
| Review delegated financial authority |   |   |   |   |   |   |   |   |   |   |   |  X |
| Review compliance policy |  |  |  |  |  |  |  |  |  |  |  | X |
| Review recruitment policy |  |  |  |  |  |  |  |  |  |  |  | X |
| Review conflict of interest policy |  |  |  |  |  |  |  |  |  |  |  | X |
| Review board induction policy |  | X |  |  |  |  |  |  |  |  |  | X |
| **7. Corporate Governance** |
| Review board performance, including board succession |   |   |   |   |   |   |   |   |   |   |  X |   |
| Review sub-committee meeting schedule |   |   |   |   |   |   |   |   |   |   |   X |  |
| Review sub-committee terms of reference and composition |   |   |   |   |   |   |   |   |   |   |  X |   |
| * Committee (CRM)
 |   |   |   |   |   |   |   |   |   |   |  X |   |
| * Committee (Finance & Risk)
 |   |   |   |   |   |   |   |   |   |   |  X |   |
| * Committee (TBD)
 |  |  |  |  |  |  |  |  |  |  |  |  |
| **8. Stakeholder Communication** |  |  |  |  |  |  |  |  |  |  |  |  |
| Approval of AGM Notice and documentation |   |   |  X |   |   |   |   |   |   |   |   |   |
| Other key stakeholder events (TBD) |   |   |   |   |   |   |   |   |   |   |   |   |