



SUBJECT	Annual calendars for standing committees of the Board
SUBMITTED TO	Board of Governors
MEETING DATE	May 10, 2022
SESSION CLASSIFICATION	Recommended session criteria from Board Meetings Policy: OPEN
REQUEST	For information only - No action requested
LEAD	Karen Hakkarainen, Secretary to the Board of Governors
SUPPORTED BY	N/A

EXECUTIVE SUMMARY

This briefing is provided to update the Board on work that is underway to develop annual calendars for each of the Board's standing committees.

DISCUSSION

The Board Secretariat Office is undertaking an exercise to establish annual calendars for each of the Board's Standing Committees. The purpose of the calendars is two-fold: 1) to provide governors assurance that the Board is fulfilling its oversight responsibilities; and, 2) to provide the Board and the Administration with visibility to a predictable annual plan for reporting for each of the Board's standing committees.

The first stage of the project has been to review historical records for reporting that has been coming to the Board and its committees and to review Board policies for reporting that is required under the policies. Based on the outcome of this initial review, the Secretariat Office has been working with the Administration to identify opportunities to improve and streamline reporting to the Board. This phase of work is underway and may result in recommendations to the Board for new approaches to reporting. These recommendations may include, for example, elevating some reporting from the committees to the Board, changing the frequency or timing of reporting, retiring the need for reporting on issues that have lost their currency, amending policies to remove reporting requirements, or otherwise streamlining reporting.

Once the first phase of work is complete, the next stage of the project will be to meet with the committee chairs and vice-chairs to consider the recommendations for changes to reporting, and seek their input and agreement to their committee's annual calendar.

Once agreement is reached, the annual calendars for each committee will form the basis for the regularly scheduled meetings of the Board's standing committees.
