

Agenda Item 3.2: Review of Governance Calendar

Summary:

The Governance Calendar is an annual plan of governance events. The calendar provides information on events planned for the year, including meeting dates, type of meetings and tentative agenda items. The Governance Calendar is continuously updated. This paper highlights governance events for 2025 that are planned so far – this is a progressive document and the Calendar will be updated as and when governing bodies share details.

Action Required:

The Board of Trustees is requested to **note** the information in the Governance Calendar and **use** the confirmed dates for individual trustees 'diary.

Abbreviations & Acronyms

ACRO	Americas and The Caribbean Regional Office
BoT	Board of Trustees
C-FAR	Finance, Audit and Risk Committee
COI	Conflicts of Interest
CONT.	Continued
CSIP	Strategy, Investment and Policy Committee
DG	Director-General
FGC	Female Genital Cutting
FGM	Female Genital Mutilation
GA	General Assembly
IPPF	International Planned Parenthood Federation
KPI	Key Performance Indicators
LGBTQIA+	Lesbian, Gay, Bisexual, Queer, Transgender, Intersex and Asexual
MA	Member Association
MC	Membership Committee
NGC	Nominations and Governance Committee
PoA	Programme of Action
RATC	Resource Allocation and Technical Committee
RRA	Russell Reynold's Associates
ToR	Terms of Reference
UK	United Kingdom
VC	Vice Chair

Note: The High-Level Governance Agenda includes governance events for 2025 that are known as of date – BoT and Committees are in process of finalisation. As soon as it is decided regarding final agenda items and face-to-face meetings, it will be added to the event information.

High Level Governance Agenda (2025)

Updated on 24th February 2025

NGC (Jan, TBC)	CSIP (13 Feb, TBC)	BoT (Extra Ordinary) (17 th Feb)	C-FAR (28 Feb, TBC)	NGC (6 Mar, TBC)
- NGC Work Plan Updates - Review of BoT Minutes - Performance Review 2024 - Recruitment Planning for 2025 - Planning/Scheduling of Recruitment - Other Urgent Items	- Humanitarian Feminist Policy - Expanding fertility care	- Draft charter of values - Recommendation for expulsion of one MA	- Draft Financial position year ending 31st Dec 2024 - Safeguarding and Incident management report ending 31st Dec 2024 - Global assurance update ending 31st Dec 2024 - Special Payment register ending 31st Dec 2024 - Status of external pre-audit 2024 - Internal audit action plan 2025	- NGC Work Plan Updates - Review of BoT Minutes - Performance Review 2024 - Recruitment Planning - Recruitment of trustees , Vice Chair - Planning/Scheduling of Recruitment - Other Urgent Items
BoT (13-14 Mar)	C-FAR (25 April, TBC)	CSIP (15 May, TBC)	C-FAR (23 May, TBC)	MC (13 June, F2F)
- Review of Board Work Plan - Review of Governance Calendar - Branding and Charter Updates - Finance & Program Updates - Strategy Implementation Updates - MC/Accreditation Updates - Chair and DG Reports - Update on the Recruitments - MA Communications - Strategy Implementation - Safeguarding and Incident - Update on 2025 GA - Election of Vice	- Safeguarding and Incident management report ending 31st March 2025 - Risk register action taken ending 31st March 2025 - Finance and IT Journey update as of March 2025 - Going Concern Note (2025-26) review and approval - Other urgent matter	- IPPF Accountability to MAs - The future of SRHRJ (decentering the US piece). - The gender policy for endorsement to BoT	- Recommendation for approval of financial statement and auditor's recommendation year ending 31st Dec 2024 along with delegation to sign-off. - Financial updated for the Quarter 1 2025 - Quarter 2 forecast, 2025 - Other urgent matter	- Phase 4 Accreditation Outcome Reports - Phase 4 Follow-up reports - Recommendations for Accreditation - Updates on Suspensions - Recommendation for expulsion - Applications for Associate Membership

Chair to take office in May 2025				
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Donor Meeting (15 -17 Jun, London)	BoT (19-20 Jun, F2F London)	NGC (24 Jul, TBC)	C-FAR (22 Aug, TBC)	CSIP (16 Oct, TBC)
Donor meeting	- Review of Board Work Plan - Review of Governance Calendar - Branding and Charter Updates - Finance & Program Updates along with approval of financial statement and auditor's recommendation year ending 31st Dec 2024. - Strategy Implementation Updates - MC/Accreditation Updates - Chair and DG Reports - Update on the Recruitments - MA Communications - Strategy Implementation - Safeguarding and Incident - Update on 2025 GA	- NGC Work Plan Updates - Review of BoT Minutes - Performance Review 2024 - Recruitment Planning - Planning/Scheduling of Recruitment - Other Urgent Items	- Financial Statement for half year ending 30th June 2025 - Quarter 3 forecast, 2025 - Global assurance update as on 30th June 2025 - Internal audit action taken report ending 30th June 2025 - Safeguarding and Incident management report ending 30th June 2025 - Special payments register ending 30th June 2025 - Risk register action taken ending 30th June 2025 - Other urgent matter	GA Brief
MC (23 Oct)	C-FAR (17 Nov)	GA (18-20 Nov)	NGC (Morning of 21 st Nov ¹)	BoT (From afternoon of 21-22 Nov)
- Phase 4 Accreditation Outcome Reports - Phase 4 Follow-up Reports - Recommendations for Accreditation - Reconfirmation of Associate Membership - Applications for Associate Membership	- Financial Statement update - Quarter 4 forecast, 2025 - Internal audit action taken report - Global assurance update - Safeguarding and Incident management report - Annual Plan and Budget for the Secretariat 2025 - Annual plan and budget of the MAs for 2026-28 - Take note of the External Audit Plan and Fee 2025 - Review and recommend approval of Risk Register for 2025-26 - Update on action taken on Finance & IT Journey - Plan of action and dates of next meetings	- Global Landscape - Chart our identity - Build our culture, renew our brand - Holding ourselves accountable - Act with Youth - Performance update - Strategy 2028 MTR - Appointments of new NGC members - GA Award Ceremony - Strategic Framework: Come together next three year - Solidarity for Change - Amendments to IPPF Regulations - Etc.	- NGC Work Plan Updates - Review of BoT Minutes - Performance Review 2025 - Recruitment Planning for 2025 - Planning/Scheduling of Recruitment - Appointment of new NGC Chair - Other Urgent Items	- Review of Board Work Plan - Review of Governance Calendar - Finance & Program Updates - Strategy Implementation Updates - MC/Accreditation Updates - Chair and DG Reports - Update on the Recruitment of Board Committee Members - MA Communications - Post 2025 GA - Safeguarding and Incident - Appointment of a new Honorary Legal Counsel

¹ The General Assembly will approve a new set of NGC members at their 18 – 20 November meeting. NGC will meet on the morning of 21 November and among other tasks; appoint a new NGC Chair who will be required to attend the BoT from the afternoon of 21 November 2025.