



Council of Governors' Action Tracker – Outstanding Actions as at 03 September 2020

Date	Item	Issue	Action taken	Lead	Target Date	Date Closed
6 Sep 18/ 7 Nov 18	26.18/ 37.18	Consideration of process to attract public observers	Not yet complete – to be considered further once dates agreed for 2019/30 To report back at next private workshop to include Board issues ALL – Verbal update	Mr Hughes/ Mrs Prior	7 Mar 19 Sept 19	
7 Feb 19		Patient involvement in SIs to be explored	Taken back to Care Quality team to ensure engagement and learning	Care Quality	Need for Clarification re where patients are involved	Closed 9/5/19
7 Feb 19		Clarity on NHS Discounts availability	RH to provide weblink etc to CoG	Mr Hughes	Sept 19	
7 Feb 19		Paper on Council of Governors Size to come to meeting				
5 Nov 19		PLACE Assessment – reminder to be sent out and governors to advice attendance to Paul Denton, Completion date should be a few days before place date.	Completed	Mr Denton		Closed 5 Dec 19

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5 Nov 19		PLACE Assessment – Consider if attendance of PLACE Assessment can be done in ½ day to allow Staff Governors to attend.		Mr Denton	6 Nov 2019	
5 Nov 19		Clarity of Governor Observer Role		Mr Hughes	5 Dec 2019	
5 Nov 19		Frequency of Integrated Performance Report		Mr Hughes	5 Dec 2019	
8 Jan 20	5.0.2	Mr Burdett to share Mr Hughes' objectives with Governors		Mr Burdett	8 April 2020	
8 Jan 20	8.0.5	Mr Reynolds to detail further development at Council of Governor's Private meeting on 8 April 2020		Mr Reynolds	8 April 2020	
8 Jan 20	9.0.4	Mrs Walker to discuss with Ms Ward the creation of an election statement		Mrs Walker Ms Ward	8 April 2020	
6 Feb 20	8.0	Terms of Reference for Membership Engagement Committee to be updated		Mrs Buckenham	September 2020	
6 Feb 20	9.0	Risk Register to be sent bi-monthly to Governors for scrutiny		Mr Denton	September 2020	
6 Feb 20	10.0	Rolling Agenda Planner to be updated		Mr Hughes	September 2020	
6 Feb 20	11.0.1	Consideration of providing Private Board Minutes to Governors		Mr Hughes	September 2020	
6 Feb 20	11.0.3	Consideration of providing name badges for Volunteers		Mrs Walker	September 2020	

NB: Shaded items are noted as complete and will be removed from the next formal review by the Council of Governors.

Please – due to Covid-19 some actions are yet to be completed