

Action Points - Council of Governors in PUBLIC

Key:

Blue	Completed and will be removed from chart for next iteration - presented to meeting prior to removal
Green	Status updated and on track within the timescale.
Amber	Status updated and the deadline passed.
Red	Status not updated and deadline passed by more than one month.

Minute Reference	Agenda item	Action	Accountable Officer	Target Completion Date	Status Update/Date of completion	RAG
13 December 2022						
56/22	Trust Constitution: proposals for changes	Boundary mapping of the ICS to be reviewed further	Steve Parsons George Chalkias	22/06/2023 31/1/24	<p>19/6/23: New Director of Governance is now taking forward this work. Verbal update to be provided at the meeting on 29 June, as proposals are not yet ready for presentation</p> <p>11/9/23: Proposals drafted and were due for consideration at Council on 19 September 2023. Requires further debate to ensure that all external factors are considered in seeking to enhance representation and improve integration prior to considering with governors and the document being revised for Council and Board approval</p> <p>19/9/23: Small group to discuss proposals to enable presentation to the next meeting (minute reference 41/23)</p> <p>22/11/23: Meeting took place with staff governors on 6/11/23 and public governors on 21/11/23. On agenda for 6/12/23 meeting</p>	B
29 June 2023						
27/23	Report from Lead Governor	Next informal meeting (9 August) to contain further information on the Governor Focus content	Helen Rose Ann Filby		<p>Informal meeting moved to 29 August, and with limited attendance, so chosen to delay to a future meeting</p> <p>6/11/23: Equality diversity and inclusion was considered at the conference and governors received training at an informal meeting on 9/11/23. No additional discussion was required.</p>	B
19 September 2023						
39/23	Declarations of Interest	Fronks Road PPG to be removed from Liz Smith's declaration	Ann Filby		Declaration removed and provided to Liz 10/10/23 to confirm nil declarations	B
48/23	Non-Executive Director Recruitment	Approved recruitment to NED vacancy using Trust-led recruitment process	Ann Filby		Appointment made on 30/10/23 and Council of Governors in private confirmed Karen Sinnott with effect from 1/12/23	B
48/23	Non-Executive Director Recruitment	Agreed in principle the outline timetable for NED recruitment during 2024	Ann Filby	31/01/23	22/11/23: To be discussed further during December/early January, to include recruitment to the Associate NED role vacated by Karen Sinnott	G
49/23	Lead Governor Election Process	The Council of Governors confirmed the suspension of Standing Order 3.5 to enable Helen Rose to continue as Lead Governor to the meeting of Council on 13 March 2024 and an election for Lead Governor to be held once the Trust Constitution has been revised.	Ann Filby	13/03/24	22/11/23: Revised Constitution on agenda for Council on 6/12/23	G
50/23	Membership Engagement Plan 2023-24	Dates for Membership and Engagement Working Group to be circulated to and meetings open to all governors	Jonathan Baker	31/12/23	18/10/23: January 2024 meeting to be moved due to Trust Secretary's annual leave, and dates for 2024/25 to be set, for circulation to all governors	G
50/23	Membership Engagement Plan 2023-24	Final membership plan approved for implementation	Jonathan Baker		18/10/23: Action plan prepared and considered by Membership and Engagement Working Group 18/10/23. Due to the short time since the plan had been approved, there was limited time for progress to be made.	B