

Council of Governors Action Tracker

| Key | |
|-------|--------------------|
| Red | Action Overdue |
| Amber | Update Required |
| Green | Action Complete |
| Grey | Action Not Yet Due |

| Item No | Date | Action | Committee | Sub Committee | Deadline | Exec Lead | Action Lead | Progress | Rag Rating |
|----------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------------|------------|------------------------------|-------------|----------------------------------------------------------------------------|------------|
| 19/188 | 13/08/2019 | Governor observer and Board sub-committee role to be reviewed with the involvement of governors | Council Of Governors | None | 12/11/2019 | S Higginbotham / J MacDonald | | | Amber |
| 19/189 | 13/08/2019 | Review process of providing feedback to governors when concerns are raised to ensure transparency | Council Of Governors | None | 12/11/2019 | S Higginbotham / J MacDonald | | | Amber |
| 19/191 | 13/08/2019 | Consider ways of providing feedback in relation to 15 Steps to governors | Council Of Governors | None | 12/11/2019 | S Higginbotham / J MacDonald | | | Amber |
| 19/192 | 13/08/2019 | Consider learning disabilities as a topic for a future patient story | Council Of Governors | None | 12/11/2019 | S Higginbotham | | | Amber |
| 19/193.1 | 13/08/2019 | Quality Committee and People, OD and Culture Committee to consider what level of assurance can be gained in relation to people feeling able to raise concerns | Council Of Governors | Quality Committee & People, OD and Culture Committee | 12/11/2019 | B Brady / M Gill | | | Amber |
| 19/193.2 | 13/08/2019 | Healthwatch to be invited to attend the next Council of Governors meeting | Council Of Governors | None | 12/11/2019 | S Higginbotham | | Sarah Collis from Healthwatch confirmed attendance at November CoG meeting | Green |
| 19/193.3 | 13/08/2019 | Complaints process to be topic for future Governors' Workshop | Council Of Governors | None | 12/11/2019 | S Higginbotham | | Kim Kirk, PET Manager, to run session at December Governor Workshop | Green |
| 19/197 | 13/08/2019 | 360 Assurance report on role of Audit and Assurance Committee to be uploaded to governor portal | Council Of Governors | None | 12/11/2019 | S Higginbotham | | Completed | Green |

Council of Governors Completed Actions

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|-------|--------------------|
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| Item No | Date | Action | Committee | Sub Committee | Deadline | Exec Lead | Action Lead | Progress | Rag Rating |
|----------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------|----------------------|----------------|---------------------------------------------|------------|
| 18/141 | 21/11/2018 | JM to meet with AS to discuss the implications of her appointment as Accountable Officer for Nottinghamshire and how to ensure the CCG is represented at SFHFT | Council Of Governors | None | 12/02/2019 | John MacDonald | | Update to be provided under matters arising | Green |
| 18/145 | 21/11/2018 | Strategy presentation to be circulated to Governors | Council Of Governors | None | 30/12/2018 | Shirley Higginbotham | Sue Bradshaw | Completed | Green |
| 18/146.1 | 21/11/2018 | Exceptional circumstances for allowing governors to serve longer than nine years to be topic for Governor Forum on 15th January 2019 | Council Of Governors | None | 15/01/2019 | Shirley Higginbotham | | Completed | Green |
| 18/146.2 | 21/11/2018 | Any governor who is able and willing to take part in a Podcast regarding the role of a governor to contact SH | Council Of Governors | None | 15/01/2018 | Shirley Higginbotham | | Completed | Green |
| 18/146.3 | 21/11/2018 | Well-Led review to be topic for Governor workshop on 13th December 2018 | Council Of Governors | None | 13/12/2018 | Shirley Higginbotham | | Completed | Green |
| 19/156 | 12/02/2019 | RM to provide progress report to Council of Governors in May 2019 regarding learning from staff's positive contributions | Council Of Governors | None | 14/05/2019 | R Mitchell | R Mitchell | Included in CEO update on agenda | Green |
| 19/159 | 12/02/2019 | Update on Operational Plan for 2019/2020 to be topic for governors' workshop on 26th March 2019 | Council Of Governors | None | 26/03/2019 | S Higginbotham | | Complete | Green |
| 19/160 | 12/02/2019 | Feedback from 15 Steps to be provided to Council of Governors' meetings | Council Of Governors | None | 14/05/2019 | S Higginbotham | | Included on agenda | Green |
| 19/162 | 12/02/2019 | PB to provide an update to Governors via SH when further work on the quality priorities is complete | Council Of Governors | None | 26/03/2019 | S Higginbotham | P Bolton | E-mail sent to governors 27/02/2019 | Green |
| 19/176 | 14/05/2019 | SH to discuss with SuH, BB and JM how to improve consistency of 15 Steps, strengthen learning, governance and timing for 15 Steps, Meet your Governor sessions and other activities to ensure that issues are dealt with, key themes identified and appropriate actions taken. | Council Of Governors | None | 13/08/2019 | S Higginbotham | S Higginbotham | Completed, on agenda | Green |
| 19/179 | 14/05/2019 | The 2019/20 Capital Plan to be shared with the Council of Governors | Council Of Governors | None | 13/08/2019 | R Mitchell | R Mitchell | Included in CEO update on agenda | Green |
| 19/179.1 | 14/05/2019 | The Governor Observer process to be reviewed and new observers appointed for each Committee | Council Of Governors | None | 13/08/2019 | S Higginbotham | S Higginbotham | Completed | Green |

