

Council of Governors: Summary Sheet

15 February 2018
Item No 5

Title of Paper: Council of Governors Matters Arising and Action Log

Presented By: Jayne Brown OBE, Chair

Action Required:

For Information	<input checked="" type="checkbox"/>	For Ratification	<input type="checkbox"/>	For a decision	<input type="checkbox"/>
For Feedback	<input type="checkbox"/>	Vote required	<input type="checkbox"/>	For Receipt	<input type="checkbox"/>

To which duty does this refer:

Holding non-executive directors individually and collectively to account for the performance of the Board	<input type="checkbox"/>
Appointment, removal and deciding the terms of office of the Chair and non-executive directors	<input type="checkbox"/>
Determining the remuneration of the Chair and non-executive directors	<input type="checkbox"/>
Appointing or removing the trust's auditor	<input type="checkbox"/>
Approving or not the appointment of the trust's chief executive	<input type="checkbox"/>
Receiving the annual report and accounts and auditor's report	<input type="checkbox"/>
Representing the interests of members and the public	<input type="checkbox"/>
Approving or not increases to non-NHS income of more than 5% of total income	<input type="checkbox"/>
Approving or not acquisitions, mergers, separations and dissolutions	<input type="checkbox"/>
Jointly approving changes to the trust's constitution with the Board	<input type="checkbox"/>
Expressing a view on the Trust's forward plans	<input type="checkbox"/>
Consideration on the use of income from the provision of goods and services from sources other than the NHS in England	<input type="checkbox"/>
Monitoring the activities of the Trust to ensure that they are being conducted in a manner consistent with its terms of authorisation and the constitution.	<input type="checkbox"/>
Monitoring the Trust's performance against its targets and strategic aims	<input type="checkbox"/>

How does this item support the functioning of the Council of Governors?

This log provides clarity to the items raised by governors and how and when they have been addressed.

Author of Report: Margaret Saunders

Designation of Author: Director of Corporate Governance (Board Secretary)

Date: 1 February 2018

Council of Governors 2017/18 – Action Log and Bring Forward

Minute Reference	Subject	Action Required	Lead	Date raised	Date Due	Progress / Comment
CoG 49/8b	Benchmarking report	CoG to receive Benchmarking report anticipated in October 2017	Kevan Taylor	14/7/17	Oct 17	Raised in Oct CoG 50/4e. Report still unavailable Raised in Dec CoG 51/4a. Report still unavailable. If not available before Feb 2018 CoG the Council should receive a copy of the original report.
CoG 49/11	Transitions	Kevan Taylor suggested a number of governors meet to consider the issue of transition into different services and to consider meeting with governors at Sheffield Children's Hospital.	Sam Stoddart	14/7/17	tba	Madeleine Parry and Judith Green from SCH approached. Fed back that liaison is taking place between with Director of Nursing and Quality on the issue and that a lot of work is taking place in this area. Response still outstanding. May be superseded by the discussions taking place between executives of the two hospital Trusts.
CoG 50/9	Delayed discharges	Greg Fell, Director of Public Health to be invited to present at a future meeting.	Margaret Saunders	19/10/17	tba	

Minute Reference	Subject	Action Required	Lead	Date raised	Date Due	Progress / Comment
CoG 51/5	Accountable Care Partnership	Chair agreed to continue to share information as it becomes available	Jayne Brown	14/12/17	ongoing	
CoG 51/5	Accountable Care Partnership	Jim Milne, Responsible Officer across Sheffield for the Mental Health & Learning Disability Delivery programme to be invited to a future meeting	Margaret Saunders	14/12/17	15/2/18	Invited to and attending CoG on 15/2/18
CoG 51/9	Quality Objectives	Governors to consider which of the 3 quality objectives External Auditors should be required to audit. Item to be brought back to Feb 2018 meeting.	Tania Baxter	14/12/17	15/02/18	
CoG 51/12	CMHT Reconfiguration	Governors to be provided with information about the support given to carers during the reconfiguration	Kevan Taylor	14/12/17	15/02/18	
CoG 51/12	CMHT Reconfiguration	To be a standing agenda item for the foreseeable future	Margaret Saunders	14/12/17	ongoing	

Key



= action complete