



February 2025

Title of Paper: Council of Governors Action Log

Presented By: Sharon Mays, Trust 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: Amber Wild

Designation of Author: Head of Corporate Assurance

Date: February 2025

Council of Governors– Public Action Log to be received in February 2025

Action number Financial year 2023/24	Date of Committee	Minute Ref	Item	Action	Update	Lead	Target Date (RAG)
Actions for 2024/25							
Action 5	25 th April 2024	Board Update Report	Item 6	Quality Assurance Committee (QAC) have requested that LeDeR report comes back in three months' time when some measurable outcomes on areas such as Stopping Overmedication of People with Learning Disability and/or Autism (STOMP) could be included in the report, and assurance could be given on progress. It was agreed that this would be reflected in the Board report, when the report received at committees and Board	The Board received an update via the alert, advise, assure report from QAC where it was noted that due to backlogs in LEDER reporting at the Local Authority there will be more information on this coming through in future reports. Propose action to be closed , and updates will continue to be received in the Board update report via the quarterly mortality reports to the Board.	Heather Smith / Deborah Lawrenson	October 2024 February 2024
Action 30	16 th October 2024	Feedback from Governors	Item 7	It was agreed that clarification of which feedback mechanisms are being used for community and inpatient services would be captured in a briefing that would be circulated to governors.	This information was circulated to governors on 18.02.25 detailing the current feedback mechanisms in place and the work taking place to improve these. Action closed.	Director of Corporate Governance	December 2024 February 2025
Action 31	4 th December 2024	Chair Report to the Council of Governors	Item 4	It was noted that work will begin on co-production with governors on engagement across the trust. An email with details on this will be circulated to governors.	A governor development session on engagement and communications in line with the refresh of the Trust strategy is planned for 6 March 2025. Further work will take place on cleansing the database and communicating with membership on engagement preferences. Propose action to be closed.	Dawn Pearson, Associate Director of Communica tions and Corporate Governance	February 2025
Action 32	4 th December 2024	Quality Assurance Committee Chair of Committee Presentation	Item 6	BD asked about alerts and health passports for people autism when working and HS agreed to investigate this and come back with some detail	Information of the various passports and alerts in place for people with autism has been emailed to the governors on 18.02.2025. Action closed.	Heather Smith, Non- Executive Director	February 2025

Target Date:	Overdue	In Progress	Proposed for closure	Closed
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