

Council of Governors: Summary Sheet

Title of Paper: Council of Governors Action Log

Presented By: Sharon Mays, Trust Chair

**Action
Required:**

For
Information

For
Ratification

For a
decision

For
Feedback

Vote required

For Receipt

To which duty does this refer:

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

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:**

Corporate Assurance Manager

Date:

February 2022

Council of Governors 2021 – Action Log and Bring Forward



**Sheffield Health
and Social Care**
NHS Foundation Trust

Minute Reference	Subject	Action Required	Lead	Date raised	Date Due	Progress / Comment
CoG 69/13	Associate Non-Executive Director	Review of Non-Executive Director requirements	Chair	19.4.21	February 2022	To be reviewed by Chair and Director of Corporate Governance
72/12	Governor Development Workshops	Health and Social Care Bill workshop Understanding Trust Strategy workshop Holding NEDS to account	Corporate Assurance Manager/ Claire Lea, Charis Consultants	06.10.21	14.12.21	16 th March 2022.
73/09	NED Succession planning	Richard Mills, NED leaving in a year. CoG to receive updates on the succession planning.				CoG agenda item 15.02.22
73/09	Understanding of Integrated Care Systems (ICS)	Governors to consider how they can engage with the ICS	Governors	14.12.21		
73/12	Staff survey results	Report to CoG when staff survey results are available to publish	Caroline Parry/ Susan Rudd/Amber Wild	14.12.21	26.04.22	Present report at nearest CoG to publishing date of staff survey results
73/13	Health and Wellbeing staff App	Julie Marsland to attend Health and Wellbeing group	Caroline Parry	14.12.21		Julie Marsland attends Health and Wellbeing group as staff side representative
73/ 14	Finance Reports	Comments and feedback from the Governors indicating what they would like to see	Richard Mills	14.12.21		Awaiting feedback.

Minute Reference	Subject	Action Required	Lead	Date raised	Date Due	Progress / Comment
		presented in future Finance reports.				

Key

	Action complete
	Action ongoing
	Action outstanding