

KINGSTON HOSPITAL NHS FOUNDATION TRUST - COUNCIL OF GOVERNORS

Action log: 16th October 2019

Minute ref.	Paper/Agenda Item	Meeting date	Action	Accountable person	Date Due	Progress/Comments	RAG
5.6	Chairman's Report	18.07.19	Consider the most effective way to brief a greater number of governors on the content of Part 2 Trust Board meetings.	Chairman	31.07.19	Briefing to be provided at Joint NED/CoG meetings or Part 2 of Council of Governors.	
7.2	Spotlight on Volunteering	18.07.19	Amend website to provide opportunity to register for future volunteering opportunities whilst current recruitment is closed.	Director of Nursing & Quality	31.07.19		
7.3	Spotlight on Volunteering	18.07.19	Investigate whether additional volunteer induction sessions can be provided.	Director of Nursing & Quality	31.07.19	Additional sessions were not required.	
7.5	Spotlight on Volunteering	18.07.19	Include governors in circulation for Volunteering Newsletters.	Director of Nursing & Quality	Completed	2018/19 newsletters emailed to governors on 26.7.19	
8.3	Governors Quality Scrutiny Committee	18.07.19	Circulate CoG response to the Quality Report 2018/19; Governor Desk feedback form and guidance; and the easy read version of the Quality Report.	Director of Corporate Governance	Completed	Emailed on 26.7.19	
9.4	Membership Recruitment and Engagement Committee	18.07.19	Develop an easy read version of the membership recruitment leaflet.	Membership Recruitment and Engagement Committee	31.03.20		
13.1	AOB	18.07.19	Jonathan Guppy to be asked to provide information on assurance of the due diligence undertaken on land sale	Chairman	16.10.19	Agenda item in Part 2	

Key	
Completed	
On Track	
Some slippage	
Serious issue	