

KINGSTON HOSPITAL NHS FOUNDATION TRUST - COUNCIL OF GOVERNORS**Action log: 18th July 2019**

| Minute ref. | Paper/Agenda Item | Meeting date | Action | Accountable person | Date Due | Progress/Comments | RAG |
|-------------|---|-------------------|---|----------------------------------|----------|---|-----|
| 3.3 | Minutes of the last meeting | 20.03.19 | Update on resiting of the Bereavement Office to be provided to next meeting. | Director of Nursing & Quality | 18.07.19 | | |
| 3.4 | Minutes of the last meeting | 20.03.19 | Update on resiting of the Fees Office to be provided to the next meeting. | Chief Operating Officer | 18.07.19 | | |
| 5.6 | Chairman's Report | 20.03.19 | Circulate link to Kark Review Report on Fit and Proper Persons Test | Director of Corporate Governance | 18.07.19 | Emailed to governors on 29.03.19 | |
| 6.6 | Chief Executive's Report | 20.03.19 | Raise the matter of Statutory & Mandatory Training at the Trust Board meeting on 27 th March 2019 if not covered in Executives' reports. | Chairman | 27.03.19 | Discussed at the Trust Board meeting on 27.03.19 | |
| 9.1 | Nominations & Remuneration Committee | 20.03.19 | Circulate the final role description and person specification for the Trust Chairman. | Director of Corporate Governance | 18.07.19 | Appendix to the Nominations & Remuneration Committee report on this agenda. | |
| 11.3 | Committee Membership and Terms of Reference | 20.03.19 | Circulate final committee membership list. | Director of Corporate Governance | 18.07.19 | Emailed to governors on 29.03.19 | |
| 16.1 | NED assurance presentations | 20.03.19 (part 2) | Circulate NED presentations | Director of Corporate Governance | 18.07.19 | Emailed to governors on 29.03.19 | |

| Key | |
|-----|---------------|
| | Completed |
| | On Track |
| | Some slippage |
| | Serious issue |

Enclosure B