

**ACTION LOG: 13 October 2020**

Minute ref.	Paper/Agenda Item	Meeting Date	Action	Accountable Person	Date Due	Progress / Comments	RAG
4.6	Lead Governor's Report	02.07.20	Members to forward any thoughts/ideas to FK on how Governors and volunteers could work together in the future.	Frances Kitson	13.10.20	Email reminder sent w/b 5 <sup>th</sup> October 2020	
8.23	Governors' Q&A	02.07.20	Consider the continuation of providing weekly / monthly updates to Governors	Sian Bates	13.10.20	Monthly updates continuing	
8.24	Governors Q&A	02.07.20	MM to provide an update on the outcome of the Trust's bid to National Fund.	Mairead McCormick	13.10.20	Update email sent w/b 12 <sup>th</sup> October 2020	
9.1	Member & Public Engagement	02.07.20	SB encouraged CoG members to ask people they know to put themselves forward for election, and encouraged those eligible for re-election to stand again.	All	13.10.20		
10.4	Governance	02.07.20	Governor representative of the CoG for the charity sector discussion – add to Work Plan for July 2021.	Susan Simpson/ Susan Wheeler	13.10.20		
11.9	Quality Review of Grant Thornton's Audit of KHFT	02.07.20	SB to provide clarification to the CoG concerning the treatment for the sale of Regent Wing.	Sian Bates	13.10.20	Email circulated on 10 <sup>th</sup> July 2020 to governors from the Lead Governor explaining assurance received in meeting with Trust Executive Directors.	
11.11	Quality Review of Grant Thornton's Audit of KHFT	02.07.20	SB to request the Director of Finance to contact RM concerning the recording of the sale of Regent Wing as a revenue receivable instead of a capital receivable.	Sian Bates	13.10.20		
14.1	Any Other Business	02.07.20	Inform CoG members when the Annual Report 2019-20 is published.	Susan Wheeler	13.10.20		

Key	
	Completed
	On Track
	Some slippage
	Serious issue