

Action list of the Council of Governors of the Royal United Hospitals Bath NHS Foundation Trust  
following the meeting held on 8<sup>th</sup> June 2017

Action No	Details	Agenda Item Number	First Raised	Action by	Progress Update & Status	Lead
CG131	<b>Working Group Actions arising out of feedback</b> Strategy & Business Planning and Membership and Outreach Working Groups to review the STP material that would be produced in order to help the Trust & Governors to communicate to members.	CG/17/03/14	March 2017	Sept 2017	The STP has not moved forward, no material to review. <b>Open</b>	S&BPWG & M&OWG Chairs
CG132	<b>Membership &amp; Outreach Working Group Update Report</b> Each Governor to recruit at least 3 new members per month.	CG/17/03/17	March 2017	Sept 2017	A handful of Governors have supported this initiative and have recruited some new members. Had all Governors undertaken this initiative we would have increased Membership by 216 during the past 6 months, instead we have recruited 19. <b>Open</b>	All Governors
CG137	<b>Chief Executive's Update Report</b> Confirm when the Council of Governors had received an update on research at the Trust.	CG/17/06/05	June 2017	Sept 2017	The last research update was presented to the CoG in May 2016. <b>Closed</b>	Chairman & Membership & Governance Manager
CG138	<b>Board Monitoring Group Update Reports</b> Email Helen Rogers, Public Governor (Chair of S&BP) with following proposals: <ul style="list-style-type: none"> <li>The QWG or S&amp;BP to look at Management of well patients.</li> </ul>	CG/17/06/17	June 2017	Sept 2017	It has been agreed that the S&BP WG will receive an update within their Corporate Projects update focusing on finance. <b>Closed</b>	Amanda Buss, Public Governor

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	<ul style="list-style-type: none"> <li>The S&amp;BP to address the Trusts financial plan and whether it will affect the Trusts ability to deliver the business plan.</li> </ul>					
CG139	<p><b>Board Monitoring Group Update Reports</b> Update relevant agendas to reflect the following:</p> <ul style="list-style-type: none"> <li>The QWG to receive a follow up on the Falls Improvement Programme implementation in approximately six months' time.</li> <li>Outpatient Accreditation to be presented again as a CoG seminar</li> </ul>	CG/17/06/17	June 2017	Sept 2017	<ul style="list-style-type: none"> <li>The Falls Improvement Programme has been added to the QWG agenda. <b>Closed</b></li> <li>A Ward Accreditation seminar has been added to the CoG workplan for March 2018. <b>Closed</b></li> </ul>	Membership & Governance Manager
CG140	<p><b>Governors as Observers – Assurance Committee Update</b> Seminar focusing on IT to be undertaken in September 2017.</p>	CG/17/06/18	June 2017	Sept 2017	IT seminar taking place on 5 <sup>th</sup> September. <b>Closed</b>	Membership & Governance Manager
CG141	<p><b>Update Following NHS Providers Governors Conference</b> M&amp;OWG to discuss the proposal of selecting one topic to be the focus for public engagement for the year at constituency meetings.</p>	CG/17/06/20	June 2017	Sept 2017	The working group discussed this proposal, but it was agreed that the current format of constituency meetings works well. <b>Closed</b>	Membership & Governance Manager
CG142	<p><b>Human Resources Business Plan 2016/17 ThanksBox and living the values</b> Provide an update on the piece of work the Trust was undertaking focusing on myth busting around why people do not report incidents in six months' time.</p>	CG/17/06/22	June 2017	Dec 2017		Deputy Director of Human Resources

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CG143	<p><b>CoG Annual Priorities</b></p> <ul style="list-style-type: none"> <li>Stakeholder Governors to present to the Council of Governors during a seminar on their annual plans and how they linked to the Trust.</li> <li>Governors to attend the CCG's AGMs</li> <li>The objective regarding STP to be discussed at a later meeting when more information regarding STPs is available after purdah.</li> </ul>	CG/17/06/24	June 2017	Sept 2017	<ul style="list-style-type: none"> <li>Stakeholder Governor seminars added to CoG workplan. <b>Closed</b></li> <li>Some Governors attended the CCG's AGMs. <b>Closed</b></li> <li>STP has not progressed enough to discuss. <b>Open</b></li> </ul>	Council of Governors