

Author: Alison Edbury, Governance Manager

	Action	Owner	Target Date	Progress Update
1	Kamlesh Patel to update Alison Edbury on his declaration of interests.	Kamlesh Patel	04/09/2020	Completed 20/07/20
2	Board members to undertake shadowing opportunity with Regional Engagement Leads over the next six months.	All Board members	2020/21	08/07/20 Offered to Board members remotely as part of the ongoing National Online Engagement sessions. https://www.socialworkengland.org.uk/news/introduction-to-social-work-england-and-cpd/
3	Board members to view a demo of the digital capability of the CRM and Registration system (Forge).	All Board members	Ongoing	Date TBC
4	Annual complaints report to be presented to the Board. Scheduled for ARAC meeting in April 2021 and Board in May 2021.	Greg Ross-Sampson	April & May 2021	
5	Regional meet and greet opportunities to be scheduled alongside the Board meetings.	All Board members	2021	We are working on the assumption that face to face meet and greet sessions are unlikely to take place until the new calendar year.
6	Alison Edbury to oversee the development plan for the Board.	Alison Edbury	Ongoing	
7	Develop a strategic workforce planning process.	Tracy Watterson	Completion by end of October	
8	Draft copy of the Equality, Diversity and Inclusion Framework to be presented at the September meeting.	Sarah Blackmore	18/09/2020	
9	Executive Leadership Team to address feedback from the board and refine the performance report with MI data incorporated in Q2 report for 23 October board meeting.	ELT	23/10/20	
10	The Chair and Chief Executive of the Professional Standards Authority to be invited to future Board meetings.	Alison Edbury	18/09/2020	CEO presentation 18/09/2020. All board dates circulated to PSA.