

Task Name	Meeting Action Generated	Progress	Assigned To	Due Date	Description	Checklist Items
C24/03 Qualified status of workforce	Council 23 May 2024	In progress	Acting Director Workforce Education and Standards	Nov-24	Min 9.3.4 action list to be revised to include where possible: accountability for actions sit additional contributors to the actions. August update: will be included in report to Council in November	
C24/02 Publish Complaints performance and annual update	Council 23 May 2024	Completed	Director of Strategy and performance	Jun-24	Min 12.3 Complaints for 2023/24 to be published August update: published on website	
C24/01 issue appointment letters to FtP committee Members	Council 23 May 2024	In progress	Acting Director Regulation		Min 5.5 Issue appointment letters to all those approved by Council: 10 Lay Members, 9 social service member, 5 existing LQCs and reappointment of 3 members to QA sub committee August update: Majority done only a few still pending receipt of references or PVGs	
C23/38 consult on registration fees	Council 26 February 2024	In progress	EMT	Feb-25	Minute 11. Consultation would take place in early autumn and a report on the outcome would come to Council in November 2024, in order to allow systems changes in time for April 2025 August update: this will come to Council in February 2025. Consultation running end of September to end of December	
C23/37 ASC qualification timescales	Council 26 February 2024	In progress	Acting Director Workforce Education and Standards	Aug-24	Minute 10.10 Eddie Laine advised that she will bring back a report to Council in August 2024 with relative data which will be available following the launch of FPP and this will assist in early determination of the position within the ASC sector. LL to bring report to August Council - AW to add to CoB and Forward planner August update: Report will come to Council in November 2024	
C23/30 Development session on agile working	Council 23 November 2023	In progress	Head of Legal and Corporate Governance	2024	Minute 10.3: set up a development session for Members on agile working and performance and wider issues of agile working in the employment sector August update: scheduled for Away Days in Dec 2024	
C23/26 Shared Services	Council 24 August 2023	In progress	Director Strategy and Performance	Feb-24	Minute 20.5.2: Submit a further report on revised principles to the Council meeting in February 2024. 15.5.2024 agreement not yet concluded will report to August 2024 meeting August update: We are reviewing the Partnership Agreement as part of wider work on partnership working and will report to November Council	
C6 Joint development session with CI re the Promise	Council 25 August 2022	In progress	Corporate Governance Coordinator	tbd	Minute 9.2: A joint dev session with CI about the promise 9.11.22 AW in correspondence with CI counterpart about possible date: also to include discussion on the Independent Review 16.1.2023: CI Conv and CEx in discussion re options date of 18 Jan 2024 confirmed with CI. 18 Jan session cancelled/postponed due to bad weather 15.5.2024 in correspondence re identifying another date August update: possibly looking at end of this financial year/early next year. Nothing confirmed as yet	