

SKylight Board

Date: Monday 04 August 2025

Time : 4.30pm

Venue: Cornerstone, SHG
Boardroom

Lead Officer: Anne-Marie Heil, Director of Customer Services

Contact: Jonny Kelly – Governance Officer

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| ITEM NO | ITEM | RECOMMENDATION | OFFICER |
|---------|--|--|---------|
| 01 | APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST | | JKEL |
| 02a | MINUTES FROM 06 MAY 2025 | | JKEL |
| 02b | ACTION MONITOR FROM 06 MAY 2025 | | |
| 03 | FURNITURE SERVICES ANNUAL REPORT 2024-25 (ASSURANCE) | That the Board approve the report | WH |
| 04 | SKYLIGHT MARKETING ACTION PLAN (CONSULTATION) | That the Board will review and give feedback on the SKylight Marketing action plan | VG / LD |
| 04a | appendix one | | |
| 05 | SKYLIGHT RISK REPORT QUARTER ONE 2025/26 (ASSURANCE) | That the SKylight Board take assurance from the contents of the report | SD |
| 05a | appendix one | | |
| 06 | SAFEGUARDING ANNUAL REPORT 2024/2025 (ASSURANCE) | That the SKylight Board take assurance from the report. | AMH |
| 07 | SKYLIGHT BUSINESS PLAN UPDATE (ASSURANCE) | That SKylight Board note and discuss the progress made | AMH |
| 07a | appendix one | | |
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| 08 | SKYLIGHT PROGRESS & FINANCE UPDATE REPORT Q1 2025/26 (ASSURANCE) | That SKylight Board note and discuss the progress and financial position to date. | AMH / KC |
| 08a | appendix one | | |
| 08b | appendix two | | |
| 08c | appendix three | | |
| 08d | appendix four | | |
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| 09 | SHG REPORTS FROM PREVIOUS QUARTER (ASSURANCE) | | JKEL |
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| 10 | FORWARD PLAN | | JKEL |
| | | | |
| 11 | REVIEW OF THE MEETING | | CHAIR |

| Initial | Officer name | Job Title |
|----------------|---------------------|--|
| KC | Kelly Cleaver | Senior Finance Business Partner |
| RC | Rachel Cossey | Governance Manager |
| LD | Lucy Darbyshire | Senior Customer and Colleague Communications Partner |
| SD | Sam Donigan | Head of Assurance |
| VG | Verity Gleave | Head of Marketing |
| AMH | Anne-Marie Heil | Director of Customer Services & Lead Officer |
| WH | Wayne Hurst | Furniture Projects Team Leader |
| JKEL | Jonny Kelly | Governance Officer |
| AW | Amanda Ward | Head of Inclusion |