

Action log as at 11 09 2017

Date of Meeting	Minute no.	Action Required	Action lead	Action taken	Status	Comments on latest position
22/07/2016		MV – There was a discussion about the health needs of the parents of previously looked after children. Are the health needs of the parents addressed when the child has gone? AS – research need?	AS	To be followed up with WBC Social Services AS to liaise with MV	On going	
12/12/2016	8	Email all the Board members list of important meetings and ascertain areas of interest from each, to enable more involvement in operations.	AS		On going	Responses received need to allocate who can attend MF has already attended QSG and happy to do planned care
15/03/2017	5	ZT said she is going to talk to the CCG about Accessibility Standards legislation and report back	ZT		On going	
15/03/2017	6	Those Board members who have had DBS checks elsewhere, need to go through the process for HWWB (via seAp). MM to send information to those who need it	AKC/LC		On going	
15/03/2017	7	Define /scope piece of work around mental health outside public meeting	All		On going	Managed through Thinking Together 2 Board to be updated

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15/03/2017	17	Discussion re Sustainability of Healthwatch West Berkshire	AS		On going	
15/03/2017	18	MF agreed to attend STP meeting on behalf of AS, if possible	MF	MF attended meeting in AS place	Completed	MF unable to attend due to prior commitments
12/12/16	19	Sustainability of HWWB to be discussed at informal meeting with board members, to be arranged	AS/AF	To be discussed at meeting on 15/3/17	Completed	
12/12/16	20	Questions from public Someone in the audience asked if there could be extra columns included in the work plan document to show the outcomes, actions and timescales to make more effective for measuring performance	AS	Internal meeting to discuss amending plan	Completed	
15 03 2017	7	Carry forward from action log the extra columns to be in work plan next time	AS/ Team		Completed	To be confirmed at next board meeting