

Actions from Board Meeting 15 March 2017

Agenda Item	Topic	Action	Target Date	Responsibility	Update
7. 15.03.17	Articles of Association	Articles as amended by Special Resolution to be registered with Companies house	April 2017	SS	Completed
7. 15.03.17	Governance document	Governance document to return to the first meeting of the new combined Board for approval	May 2017	SS	Completed
9.2 15.03.17	CEO's report	Review the feedback collated and recorded so that the indicators are valid and reliable to the Board	May 2017	SS	Completed
5.1 15.03.17	Tongue Tie	Update Board on progress.	May 2017	SS	Verbal report
9.4 15.03.17	Safeguarding Children Policy	Prepare flow chart for reporting process	To be confirmed	SS	Policy review post-merger
8.2 09.11.16	Discharge Charter	Update Board on progress.	May 2017	SS	Verbal report
7.6 13.07.16	Patient Participation Groups	Include Patient Participation Groups on social media in the PPG development package as part of the CEO Report	March 2017	SS	Included in the Interim Joint Work Programme
10.5 16.03.16	Feedback Centre: Options Report	The Board approved in principle the purchase of the Datify Feedback Centre. Working Group to review following detail from implementation in other Healthwatch and report back when information available.		Working Group	On hold during merger with Healthwatch Peterborough

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6.2	Service User Panel	Contact Healthwatch Essex to find out about their Panel	March 2017	SS	Completed
6.2	STP programme	SS to contact David Astley to speak at 15 th March HWC Board meeting.	Jan 2017	SS	Completed
9.3	Data Protection on-line training	Send link to SS	Jan 2017	TN	Completed
9.4	Safeguarding Children Policy	Amend named person to Chief Executive Officer	Jan 2017	SS	Completed
9.4	Safeguarding Children Policy	Provide feedback on safeguarding work to Sue Grace, CCC		SS	Completed