

Actions from Board Meeting 3 May 2017

Agenda Item	Topic	Action	Target Date	Responsibility	Update
5.1 03.05.17	Minutes 15 03 17	Amend section 9.1 to read “high quality of care”.	May 2017	AG	Completed
7.3 03.05.17	CQC ratings	Circulate King’s Fund report on ‘Organising care at the frontline in the NHS’	May 2017	SWB	Completed
11.1 03.05.17	Interim Joint Work Programme	Provide DPH Report at Board and Staff meeting 2 June 2017	2 June 2017	SS	Completed
9.4 15.03.17	Safeguarding Children Policy	Prepare flow chart for reporting process		SS	All policies paused due to merger
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	Pause implementation due to merger
5.1 15.03.17	Tongue Tie	Update Board on progress		SS	Completed
8.2 09.11.16	Discharge Charter	Update Board on progress	May 2017	SS	Completed
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
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	Completed
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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