

HEALTHWATCH LEICESTER & HEALTHWATCH LEICESTERSHIRE ADVISORY BOARD – 11 January 2022

ACTION SHEET

Item No.	Action Required	By	Due Date	Update	Status
1	Homelessness and Health Training	Chair	Ongoing	Defer until we start the Homeless project	Outstanding
2	Healthwatch Quality Framework Training	Chair	Ongoing	Harsha to organise with HWE	In Progress
3	Inequalities Framework	Chair	30 October	Chair to ask CCG for the public facing framework on tackling Health Inequalities.	In Progress
4	Create Risk Register – re staff turnover and retention	LHM	30 November	Mukesh to create and share with Chair	Outstanding
5	Ensure HAB meeting details are available on website	GJ	30 November	Gill ensure all meeting dates and joining information is available on the website.	Completed
5	Provide a written update on Projects for next meeting	GB	11 January	GB to produce written report in absence of MB	Completed
6	The Chair asked that all updates and information from HAB members is sent to her by the end of December	Chair	11 January	All Board Members to send updates to Chair by the end of December.	Completed
7	The Chair will arrange 1-1 meetings with the HAB members and arrange a meeting for report sign off.	Chair	11 January	HK to arrange 1-1 Meetings with the HAB	Completed
8	Gill to provide all HAB members with a list of HWE training and events.	GJ	11 January	GJ to create list for HAB Meetings	Completed