

HEALTHWATCH LEICESTER & HEALTHWATCH LEICESTERSHIRE ADVISORY BOARD – 26 October 2021

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	Introduction meeting new HAB members	Chair	Ongoing	Harsha to organise introduction and induction for new HAB members once reference and DBS complete	Complete
3	Healthwatch Quality Framework Training	Chair	Ongoing	Harsha to organise with HWE	Outstanding
4	Finance and Performance information and training for HAB	Chair	30 September	Harsha to arrange with ECS. Training took place 17 th September	Complete
5	Admin support for HAB	Chair / LHM	30 August	Restructure of team means that we now have an Information and Signposting Officer who will also provide some admin support to HAB	Complete
6	Healthwatch IMPACT (Theory of Change) training	Chair / LHM	30 September	Training arranged with HWW on 9 th September	Complete
7	Organise a Staff and HAB away day	Chair	30 September	Arranged 17 th September at Quaker House	Complete
8	What the take up was at the crisis café of BAME communities	MF	30 October	LPT confirmed that they have four crisis cafés. Loughborough (2 nights per week) from June 2021, Leicester City St Martins (1 night) from Aug 2021 and Market Harborough (1 night) from September. Unfortunately, not a large take up however there	Complete

				are plans to look at targeting areas that are predominately of BAME representation	
9	Inequalities Framework	Chair	30 October	Chair to ask CCG for the public facing framework on tackling Health Inequalities.	Outstanding
10	Create Risk Register – re staff turnover and retention	LHM	30 November	Mukesh to create and share with Chair	Outstanding
11	Clarity on our role on the ICS board	Chair	30 November	Harsha has confirmed that we will have a seat on the ICS partnership, and this will not be as an observer	Complete
12	Ensure HAB meeting details are available on website	GJ	30 November	Gill ensure all meeting dates and joining information is available on the website.	