

HEALTHWATCH LEICESTER & HEALTHWATCH LEICESTERSHIRE ADVISORY BOARD – 25th August 2020

ACTION SHEET

Item No.	Action Required - Meeting 9 th July 2020	By	Due Date	Update	Status
4	Chair will review representative arrangements with HAB members and LHM	All	End of July	Review with HAB members complete and reviewed at the July development session	Complete
4	Review into training needs for HAB members	Chair	TBC		Outstanding
5	Receive and share 10 principles for LLR CCG	LHM	End of July	Paper shared with HAB members	Complete
6	AR to submit the National Lottery bid for the Community Champions	AR/LHM	Mid August	All required information received and bid submitted	Complete
6	HAB members to send comments to LHM on Mental Health priority paper	All	End of July	Comments received and paper updated	Complete
6	LHM to arrange meeting with Rita to discuss Domiciliary Care priority development	LHM/HAB lead	Mid July	Meeting arranged and held	Complete
7	Publish the Annual report	LHM	Immediately	Report published	Complete
9	Invite CEO of UHL to next development meeting to discuss deficit response	LHM	Next meeting	Invite sent through Mark Wightman but no response received – Will take forward with UHL	Outstanding
9	Send recording of meeting to HAB member – Joe Johal	LHM	Immediately	Recording sent to all HAB members	Complete
9	Look to set up meeting capture form online for HAB members/staff to use	LHM	End of July	Adding Meeting form to SNAP system is being looked into by ECS.	Outstanding.
10	LHM to share details of the Adult Acute Care review. Seeking HAB member involvement	LHM	Mid July	Agreed at HAB meeting for Chair to attend this as HWLL representative	Complete
10	LHM to raise issue of volunteer payment to cover meetings at home	LHM	Mid July	Matter raised and ECS confirmed that no extra payment would be offered to volunteers. All out of pocket expenses will be paid as per current expense policy	Complete
10	Chair requested that Declaration of Interest register is reviewed annually. LHM to diarise review	All	June 2021	Review has been diarised for 2021	Complete