CHAIRMAN'S BRIEFING -

Date Raised	Owner	Brief Description	Action to be taken	Worked on date(s)	Chased date	Completed	Comments
			Need to reframe and review Board priorities as				
			delivery and performance needs to be measured.				Workshop /
Chairman's	Sue Milner		More focus on prevention required. HWB Strategy				Development
Briefing			needs to be overarching. ½ day workshop to be	13 May and 2			Session planned
01/04/2015		Scoping Paper	arranged to flesh out.	June mtgs			13 May
01 April 2015	Sue Milner		To be centrally focused – SM will produe				
		Primary Prevention	presentation				
	Cure Milleren		How can we make this into a more user friendly /				
01 April 2015	Sue Milner	JSNA	"live" - possibly Dashboard?				
		Affordable Housing					
01 April 2015		and Mental Health	Agenda items to be added to Forward Plan.	April		Yes	
			Board mtgs to take place bi-monthly, with a				
			Development Session on alternative months.				
			First Development Session mtg scheduled for May -				
			agenda items will be Mental Health and Re-visiting				
		Bi-monthly Board and	priorities. Chairman's Briefing mtgs will continue				
01 April 2015			to be held 2wks before Board mtgs.			Yes	
			Cllr Kelly requested that the next meeting of the				
Development	Cllr Kelly		HWB, scheduled for 16 June, be used as a private				
Session			meeting to continue our review of the role and				
13/05/2015		Next Meeting	function of the HWB				

13 May 2015	Sue Milner	Forward Plan	The Forward Plan has been amended to cover all HWB-related meetings. This will provide a complete overview of what is being scheduled where. Any additions/deletions/errors to Sue Milner and c.c. in Agatha Williams (Clerk).		
13 May 2015	Clir Kelly	Distribution List	Distribution list to be reviewed to ensure that only HWB members, their PAs and appropriate LBH support officers are included.	18-May	Lists with Jade F to update
13 May 2015		Agenda Items / Themes	12 August should have a Mental Health theme. 8 July HWB development session will be used as an opportunity to look at mental health issues in more depth in preparation for the board meeting and any formal decisions that the board has to make. We need to start pulling the programme together for the development session and identify any items that need to go to the formal board. All ideas and suggestions for what should be covered under this theme to Sue Milner by CoP 29 May		