

HWB Formal Board - ACTION LOG

Date Raised	Owner	Brief Description	Action to be taken	Date for completion	Chased date	Completed	Comments
Chairman's Briefing 01/04/2015	Sue Milner	Scoping Paper	Need to reframe and review Board priorities as delivery and performance needs to be measured. More focus on prevention required. HWB Strategy needs to be overarching. ½ day workshop to be arranged to flesh out.	13 May and 2 June mtgs		Yes	Review of HWB on hold pending outcome of local devolution discussions.
01 April 2015	Sue Milner	Primary Prevention	To be centrally focused – SM will produe presentation			Yes	
01 April 2015	Sue Milner	JSNA	How can we make this into a more user friendly / “live” - possibly Dashboard?			Yes	
01 April 2015		Affordable Housing and Mental Health	Agenda items to be added to Forward Plan.	April		Yes	
01 April 2015		Bi-monthly Board and Development Sessions	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 priorities. Chairman's Briefing mtgs will continue to be held 2wks before Board mtgs.			Yes	
Development Session 13/05/2015	ClIr Kelly	Next Meeting	ClIr Kelly requested that the next meeting of the HWB, scheduled for 16 June, be used as a private meeting to continue our review of the role and function of the HWB			Yes	
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).			Yes	
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		Yes	
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			Yes	
19-Aug-15	Alan Steward	Paper	AS to bring to a future Health and Wellbeing Board the “Stroke Services: Case for Change” paper.	TBC			
19-Aug-15	Sue Milner	Forward Plan	SM to take off the topic of Health Visiting from the forward plan.	Immediately		Yes	
19-Aug-15	Alan Steward, Mary Phillips, Debbie Redknapp	Governance of CYP MH issues	A single governance structure to be established to deal with all aspects of CYP MH service commissioning and provision. A TFG initially set up and then combine with Adults MH Partnership Board.	Dec-15			TFG to be set up ASAP
11-Nov-15	Brian Boxall	Safeguarding board action plan	Circulate Safeguarding board action plan to Health and Wellbeing Board members and will also provide outcomes from the Development Day by 3rd week in December, information to be fed back by IC.	Dec-15			
11-Nov-15	Isobel Cattermole, Brian Boxall, Clare Burns	Safeguarding identifying areas for improvement	Agree a process for identifying if there are areas of the borough failing.	Dec-15			
11-Nov-15	Cheryl Coppel, Isobel Cattermole and Brian Boxall	Raise the issue of Probation Services and MASH with the key partners	Raise the issue of Probation Services and MASH with the London Safeguarding Boards Chairs Group, Directors Group and London Councils	Dec-15			
11-Nov-15	Anne Marie Dean	Healthwatch Annual Report	Circulate presentation slides to Health and Wellbeing Board members	Dec-15			
11-Nov-15	Clare Burns	CCG Commissioning intentions for children and young people	Circulate the CCG Commissioning Intentions and Children's Equipment plans to Health and Wellbeing Board members	Dec-15			
11-Nov-15	Tim Aldridge, Deborah Redknapp	Health of Looked After Children	Provide an update to the Health and Wellbeing Board on the backlog for initial checks of health assessments	Dec-15			
11-Nov-15	Brian Boxall, Deborah Redknapp, Tim Aldridge, Mark Ansell, Isobel Cattermole	Transfer of Health Visitor Service	Provide a technical report of issues to Isobel Cattermole - IC to discuss with LBH Legal Team re engagement of specialist counsel	Dec-15			