

Board Meeting in Public Action Log correct at 15.10.19

	Who?	Started	Due	Status	Comments
LS to update the declarations of interest accordingly.	LS	23.07.19	22.10.19	G	Done.
KS/PG to clarify how director vs. volunteer hours are recorded	KS/PG	23.07.19	22.10.19	G	Done.
KS to look at including progression over time in the KPIs tracking	KS	23.07.19	22.10.19	G	Done.
KS to follow up with team on whether findings from Warrengate / Care home reports can be shared wider as best practice.	KS	23.07.19	22.10.19	G	Done.
TW to bear in mind the bigger picture relating to care planning when conducting the care home project and to speak with East Surrey to better understand the causal relationship around the non-verbatim quote.	TW	23.07.19	22.10.19	G	Done.
LS to follow up with all CVS to ensure new personnel have up to date information relating to Healthwatch Advocacy Services.	LS	23.07.19	22.10.19	G	Done.
KS to pull together the information ahead of the Simon White meeting.	KS	23.07.19	01.08.19	A	Ongoing.