

Board Meeting in Public Action Log correct at 18.01.21

	Who?	Started	Due	Status	Comments
PG has had contact with Simon White on another matter and he was happy to attend a meeting with Board. PG to go direct to him to arrange the meeting – post COVID-19	KS	23.07.19	Ongoing	A	Ongoing. To be followed up post COVID-19. Update: KS to follow up in due course.
LS to work with Laihan to research user feedback on the quarterly report, to see what areas are of most interest to people and look at how that would affect the order of the report. For any changes to be made for Q1 2020/21.	LS	21.01.20	21.07.20	A	Ongoing. COVID related reporting & Annual reporting took priority in Q1. Therefore, this action will be carried over to consider how the review of reporting might be combined with the reflective review.
KS to see which Board members are interested in attending the PAG when it resumes.	KS	28.07.20	Ongoing	A	
LS to follow up and update the declarations of interest accordingly.	LS	03.11.20	26.01.21	G	
Directors to contact Laihan, if they are able to promote awareness of HWSy.	ALL	03.11.20	Ongoing	A	
KS to give details on frequency and where/when of meetings we need support with. KN will co-ordinate meeting attendance.	KS	03.11.20	ASAP	G	KN working on this as part of the development of volunteer advisory groups and community influencers. Suggest we update the Board in April for the start of the new financial year.
LS to add the relationship mapping and influencer strategy to the Board calendar for October 2021	LS	03.11.20	ASAP	G	

