

**ACTION LOG**

Meeting Date	No.	Item / Subject	Action Needed	Action By	Status
1/11/18	4	<p><u>HWB Action Log</u></p> <p>Min 12 - _LR has chased communication team and expecting an update to be provided for the action log.</p>	LR will provide this to JV	LR	
1/11/18	5.1	<p><u>BCF/BCF</u></p> <p>Evaluation report awaiting feedback from CCG.</p> <p>Cover sheets for the Evaluation report” and “Out of County Housing report” noted as the same.</p> <p><u>Out of County Housing report</u></p> <p>SB noted CCC research team can provide demographics that could be incorporated into report e.g. Poppy and pansy projections have been used and might be worth using this.</p> <p>LR noted that the board may need support in understanding e.g. 3.8 – “providers” will not know if these are housing or support providers.</p>	<p>SL to chase colleagues to ensure feedback provided to Caroline Townsend before 9<sup>th</sup> November (publication deadline)</p> <p>CT to adjust this along with linking to financial target</p> <p>SB to send contact details to MD</p> <p>MD to review paper in regards to definitions to ensure paper is written and accessible to lay people with a positive spin on achievements</p>	<p>SL</p> <p>CT</p> <p>SB</p> <p>MB</p>	
1/11/18	5.2	<p><u>Public Service Reform: Health &amp; Social Care Proposal</u></p>			

		Late paper and recommended that members read	Comments back to <a href="mailto:Kate.Parker@cambridgeshire.gov.uk">Kate.Parker@cambridgeshire.gov.uk</a> by 7 <sup>th</sup> November	<b>All</b>	
1/11/18	5.3	<u>Living Well Partnership Update</u>  Agreed Greater Cambridgeshire Living Well Partnership would prepare an update report for the HWB on 22 <sup>nd</sup> November.  Other district leads for the East Cambs & Fenland and Huntingdonshire Living Well Partnerships to be invited to provide update reports to the HWB on 22 <sup>nd</sup> November	LMcF to provide an update report to <a href="mailto:Richenda.Greenhill@cambridgeshire.gov.uk">Richenda.Greenhill@cambridgeshire.gov.uk</a> by 9 <sup>th</sup> November  KP to contact Richard Cassidy, Liz Knox and Jayne Wisely regarding update reports.	<b>LMcF</b>  <b>KP</b>	
1/11/18	5.4	<u>Safeguarding Adults Board Annual report 2017/18 and Local Safeguarding Children Board Annual Report 2017/18</u>  No further comments on reports	KP to make minor correction (typo) and return to RG for publication.	<b>KP</b>	
1/11/18	5.6	<u>Performance report on progress with the Cambridgeshire Health &amp; Wellbeing Board's Three Priorities 2018/19</u>  SB – paragraph about estates strategy noted existing groups that would support.	LR recommended SB to link in with Iain Green & Stuart Keeble.  LR to check on clarification on this area on who is supporting the group from the districts.  Any further comments please send directly to <a href="mailto:Liz.Robin@cambridgeshire.gov.uk">Liz.Robin@cambridgeshire.gov.uk</a> by 9 <sup>th</sup> November	<b>SB</b>  <b>LR</b>  <b>ALL</b>	
1/11/18	5.7	<u>Proposal to establish joint working across Cambridgeshire &amp; Peterborough HWBs</u> Discussion on the complexities of establishing a joint sub-committee. Agreement in principle to a			

		<p>joint working arrangement was provided by partner organisations.</p> <p>MR noted that the monitoring officer would need to review the final paper.</p>	<p>MR to set up meeting with KP and Fiona McMillian to review final content of paper</p>	<p><b>MR</b></p>	
1/11/18	5.8	<p><u>HSC Peer Review Update</u></p> <p>New paper for submission to HWB on 22<sup>nd</sup> November</p> <p>Paper missing peer review slides that referenced JSNA informing the strategy.</p> <p>Discussion and agreed detail on who the peer review team is has been presented to the board before so perhaps this isn't necessary.</p>	<p>JV to add new paper to the Agenda for 22<sup>nd</sup> November</p> <p>LR to contact Helen Gregg and identify if inclusion of slides in the paper can be provided</p> <p>LR to suggest removal of 2.4 regarding peer review and biographies in appendix</p>	<p><b>JV</b></p> <p><b>LR</b></p>	
1/11/18	6	<p><u>HWB Forward Agenda Plan</u></p> <p>Discussion over next joint meeting of the HWB for Cambridgeshire and Peterborough. Suggestion that this would be the 21<sup>st</sup> March 2019 as it would then allow STP Board to meet the same day and same venue.</p> <p>JV checking if date would present a problem and holding meeting in the afternoon. Generally agreed date seemed okay. KP noted Adults committee scheduled in the afternoon.</p>	<p>LR noted that FDC may have clash for the afternoon and asked if democratic services could check.</p> <p>JV to ensure elected member representation from adults committee is confirmed.</p>	<p><b>JV</b></p> <p><b>JV</b></p>	

**Outstanding actions from 30<sup>th</sup> August Support Group meeting**

Meeting Date		Item / Subject	Action Needed	Action By	Status
5/7/18 Item 6	13	<u>Health &amp; Wellbeing Board Forward Agenda Plan</u> LR advised that Kathy Hartley (strategy author) would circulate the exec summary to board members again to act as a prompt to action on the executive summary	KP to contact Kathy Hartley regarding Suicide prevention strategy updates for September joint meeting. KP to send out reminder emails around the Sept board meeting action on Suicide Prevention Strategy to support group members.  <b>Post Meeting note:</b> <b>Suicide prevention strategy to be presented at the Cambridgeshire HWB on 31<sup>st</sup> January 2018</b>	KP  KP	See post meeting note: KP to follow this up after the Joint HWB in November.