

Action Log					
Agenda Item	Topic	Action	Target Date	Responsibility	Update
5 25.09.24	Action Log	follow up Hospital TV screens promotion with the ICB	Apr 25	CEO and Chair	This will be allocated to the Head of Comms as part of the Comms revised strategy.
8 25.09.24	Action Log	schedule of policy review to be sent to the Board	Jan 25	CR	complete
3 25.09.24	Minutes of previous meeting	to update July minutes with correction to the wording of the declarations of interest section	Jan 25	CR	complete
16 10.07.24	Information and Signposting Report	to arrange a discussion with CAB leads	Sept 24	CEO	Deferred to April 2025 The department has limited capacity atm.

Completed (delete next month)
Ongoing
On Hold
New