

Action Log					
Agenda Item	Topic	Action	Target Date	Responsibility	Update
25	Weekly emailed updates	JS to keep the board updated in between meetings weekly	Immediately – April 2026	JS	Completed, although it was decided that updates should be when they are needed not weekly.
24	External Market Analysis	JS and JJ to search for external market analysis consultation to do a wider piece of work around patient and public voice and what gaps or opportunities exist beyond the HW contract.	April 2026	JJ + JS	Completed

Completed (delete next month)
Ongoing
On Hold
New