

Ref & Date Outstanding actions raised	Action	Officer	Response including what is completed & outstanding	Is Action Completed or Outstanding?	Date Action completed or planned completion date?
CA3	Justine Harris / Grant Ritchie / Martin Reid to follow up with relevant services and update Norman Williams on the status of the individual cases that were raised at the meeting.	Justine Harris/Grant Ritchie/Martin Reid	A verbal update will be given to Norman.		