

**Agenda - Healthwatch Cornwall Board Meeting
21st October 2021 - 2.00 - 4.30 pm via Teams**

This is an “in public” meeting. There is an opportunity for members of the public to bring matters of interest or concern to the attention of the Healthwatch Cornwall Board in item 3. Intention to do so should be notified to Healthwatch Cornwall by 15th October 2021. We will note matters raised and reply after the meeting. The meeting will then proceed to the Part 1 agenda, as shown below, which people are welcome to observe, please contact enquiries@healthwatchcornwall.co.uk for a Teams link.

Part 1: In public agenda

Item	Topic	Presenter	Approval, Decision or Information	Timing
1	Welcome and introductions	JM		5
2	Apologies	AO		5
3	Questions and comments from the public	JM		5
4	Advising of any other business	All		3
5	Conflicts of interest	JM		2
6	Minutes of meeting 22 July 2021 and signature of minutes as true record	JM	Approval	5
7	Actions/matters arising <ul style="list-style-type: none"> • Ratification of items approved since previous meeting (Risk Register July 2021) 	JM		10
8	Finance report <ul style="list-style-type: none"> • Q2 2021/2022 budget • Lease on Walsingham Place 	JM/MD	Approval / Information	10
9	Risk Register	MD	Approval	10
10	ODAG report to Board <ul style="list-style-type: none"> • HR headline report Q2 • Update on HE Quality Framework Action Plan • Training Plan 	RS	Approval / information	10
11	CRM developments & Research update	NS	Information	10
12	Quarterly feedback update	NS	Information	5
13	Policies for review <ul style="list-style-type: none"> • Data Protection Policy • Finance Policy 	JM	Approval	10
14	Board members theme links to Management Team	MD	Decision	10
15	Directors’ reports from public meetings attended - items of potential impact	JM	Information	15
16	Operational Update <ul style="list-style-type: none"> • CEO Report • Volunteer & engagement strategies update 	MD	Information	15
17	Any other business	JM		5
18	Date, time and location of next Board meeting	JM		5

