

**Agenda - Healthwatch Cornwall Board Meeting**  
**20 January 2022 - 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 13 January 2022. 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. If you cannot attend in person please contact [enquiries@healthwatchcornwall.co.uk](mailto: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 21 October 2021 and signature of minutes as true record	JM	Approval	5
7	Actions/matters arising <ul style="list-style-type: none"> <li>• Ratification of items approved since previous meeting (Data Protection &amp; Finance policies)</li> </ul>	JM	Information / Approval	10
8	Board recruitment process	MD	Information	5
9	Operational Update <ul style="list-style-type: none"> <li>• CEO Report</li> </ul>	MD	Information	15
10	Finance report <ul style="list-style-type: none"> <li>• Q3 accounts</li> <li>• New Personnel and payroll arrangements</li> </ul>	JM/MD	Approval / Information	10
11	Risk Register	MD	Approval	10
12	HR Headline report	AO	Information	5
13	HE Quality Framework Action Plan	AO	Information	5
14	Quarterly feedback update	MD	Information	10
15	Policies for review <ul style="list-style-type: none"> <li>• Decision Making Policy</li> <li>• Code of Conduct</li> </ul>	JM	Approval	10
16	Presentation - Engagement and Volunteer Plan	JM	Information	30
17	Any other business (confirmation of interim Chair)	JM		5
18	Date, time and location of next Board meeting	JM		5

