

**Agenda**  
**Healthwatch Cornwall Board meeting**  
**November 5, 2014**  
**10am, Large Room at Truro Community Library**  
**Union Place, Truro, Cornwall, TR1 1EP**

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 2. Intention to do so should be notified to Healthwatch Cornwall by November 3, 2014. 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.

**Part 1: In public agenda**

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| 1. Welcome and Introductions   | 5 mins  |
| 2. Questions and comments from the Public  | 10 mins |
| 3. Apologies   | 1 min   |
| 4. Minutes of last meeting (attached)  | 5 mins  |
| • to be signed by chair if agreed as a true record   |         |
| 5. Actions/Matters arising   | 5 mins  |
| 6. Conflicts of Interest   | 2 mins  |
| 7. CEO Report  | 20 mins |
| ▪ Steering group report  |         |
| ▪ Evidence and Research update   |         |
| ▪ Enter and view update  |         |
| ▪ Marketing and media update   |         |
| ▪ Outreach update  |         |
| ▪ Representation report  |         |
| ▪ Staffing   |         |
| ▪ Completed policies and procedures - FOI/Publication scheme   |         |
| ▪ AOB  |         |
| 8. Chairs Report   | 5 mins  |
| 9. Budget summary, note Accounts filed, note Corporation tax return filed                              | 10 mins |
| 10. Correspondence   | 5 mins  |
| 11. Operational plan (to be approved)  | 5 mins  |
| 12. Governance   |         |
| • Board discussion on workshop topics  |         |
| • CPF proposal for partnership   | 10 mins |
| 13. AOB  | 10 mins |
| 14. <u>Date, time and venue of future meetings:</u>  |         |
| February 18, 2015, 10am in the Training Room, Red Cross House, Lighterage Hill, Newham, Truro, TR1 2XR |         |

**Part 2: Confidential Issues**

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| A) Previous minutes of confidential nature  | 5 mins |
| B) Confidential Matters arising from Part 1 | 5 mins |
| C) AOB                                      | 5 mins |