

Agenda
Healthwatch Cornwall Board meeting
February 18, 2015
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 February 16, 2015. 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 update | |
| ▪ Evidence and Research update | |
| ▪ Outreach update | |
| ▪ Representation report | |
| ▪ Completed policies and procedures - Data Protection Policy, Data Protection Procedure | |
| ▪ AOB | |
| 8. Enter and View Report | 10 mins |
| 9. Marketing and media update | 10mins |
| 10. Chairs Report | 5 mins |
| 11. Budget summary, approve budget for 2015-16 | 5 mins |
| 12. Correspondence | 5 mins |
| 13. Governance | |
| • Update on Director post | |
| • Change of venue for future meetings to be noted | 10 mins |
| 14. AOB | 10 mins |
| 15. <u>Date, time and venue of future meetings:</u> | |
| May 20, 2015, 10am in the Large Room, Truro Community Library, Union Place, Truro, TR1 1EP | |

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 |