

**Agenda
Healthwatch Cornwall Board meeting
May 18, 2016**

10am, St Erme Community Centre, Truro TR4 9AP

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 8, 2016. 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. | Advising of any other business | 2 mins |
| 4. | Apologies | 1 min |
| 5. | Minutes of last meeting (attached) | 5 mins |
| | ▪ to be signed by chair if agreed as a true record | |
| 6. | Actions/Matters arising | 5 mins |
| 7. | Conflicts of Interest | 2 mins |
| 8. | Risk Register | 10 mins |
| 9. | CEO Report | 10 mins |
| | ▪ Steering group update | |
| | ▪ Evidence and Research update | |
| | ▪ Volunteer update | |
| | ▪ Outreach update | |
| | ▪ Marketing and Comms update | |
| | ▪ Representation activity | |
| | ▪ CEO activity | |
| | ▪ HR issues | |
| 10. | Chairs Report | 5 mins |
| 11. | Budget summary and approving budget for 2016-17 | 15 mins |
| 12. | Correspondence - Register people with significant control | 5 mins |
| 13. | Governance: | |
| | - Elected period for board members | |
| | - Holiday entitlement for staff | |
| 14. | AOB | 10 mins |
| 15. | <u>Date, time and venue of future meetings:</u> | |
| | Wednesday September 7, 2016, 10am - Truro Library | |

Part 2: Confidential Issues

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|----|---|------------------|
| A) | Previous minutes of confidential nature | 5 mins |
| B) | Confidential Matters | |
| | - HC contract arrangements update | |
| | - Business planning next steps | 35 mins (verbal) |
| | - Health and Social Care climate and HC | |
| | - (NHS Kernow recovery plan impact; success regime Devon; public engagement and sustainable transformation plan update) | |
| | - Staff Pension and leave | |
| C) | AOB | 5 mins |