

**Agenda**  
**Healthwatch Cornwall Board meeting**  
**May 20, 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 May 18, 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. 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. Appointment of Vice-Chair  | 2 mins  |
| 9. Risk Register  | 10 mins |
| 10. Care at Home update   | 10 mins |
| 11. Operational plan sign off   | 2 mins  |
| 12. Planning for the future   | 10 mins |
| 13. Premises and DDA compliance   | 10 mins |
| 14. CEO Report  | 10 mins |
| ▪ Steering group update   |         |
| ▪ Evidence and Research update  |         |
| ▪ Outreach update   |         |
| ▪ Representation report   |         |
| ▪ Completed policies and procedures   |         |
| ▪ Enter and View update   |         |
| ▪ Marketing and Comms update  |         |
| ▪ AOB   |         |
| 15. Chairs Report   | 5 mins  |
| 16. Budget summary  |         |
| ▪ Formal noting change to budget 2015-16 and allocation of underspend from 2014-15                      | 5 mins  |
| 17. Correspondence  | 5 mins  |
| 18. Governance  |         |
| ▪ Delegation procedures   | 10 mins |
| 19. AOB   | 10 mins |
| 20. <u>Date, time and venue of future meetings:</u>   |         |
| Wednesday August 19, 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 |