

Agenda
Healthwatch Cornwall Board meeting
August 19, 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 August 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. Risk Register | 10 mins |
| 9. 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 | |
| ▪ HR issues | |
| ▪ AOB | |
| 10. Chairs Report | 5 mins |
| 11. Budget summary | 5 mins |
| 12. Approval of accounts from 2014-15 and Corporation Tax Return | 10 mins |
| 13. Correspondence | |
| • Safeguarding Adults Board Annual Report | |
| • Resignation of Cornwall Foundation Trust Chair | 5 mins |
| 14. Governance | |
| ▪ Staff training policy paper for consideration | |
| ▪ Policies for development paper which includes
Competition policy
Working from Home policy | |
| • Exit Strategy public paper | |
| • HC Evaluation public paper | 15 mins |
| 15. AOB | 10 mins |
| 16. <u>Date, time and venue of future meetings:</u>
Wednesday November 18, 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 - exit strategy, staff training, HC evaluation | 30 mins |
| C) AOB | 5 mins |