healthwatch Cheshire East

healthwatch Cheshire West

Notes of Healthwatch Cheshire CIC Board

Date: 28 March 2022 Venue: Zoom meeting
Time: 11am to 12pm Chair: Lynne Turnbull

	Part 1 – In Public	
Item	Topic	Action
1.1	**Present:** Chairing the meeting: - Lynne Turnbull – LT (Disability Positive), Chair, Board Member and Director Keith Roper – KR (DIAL West Cheshire), Board Member and Director Alison Kaye – AK, Board Member Erica Morriss – EM, Board Member **In attendance:** Louise Barry – LB, CEO Alistair Jeffs – AJ (Cheshire West Voluntary Action) Emma McKenzie – EMcK, Administration and Finance Manager (minutes) **Apologies:** Mervyn Harding – MH (Youth Federation), Board Member and Director George Loughlin – GL, Board Member Elizabeth Bott – EB, Board Member Catherine Bowden – CB, Board member LT welcomed all and apologies were noted. Caroline Whitney has stepped down from the Board as she has moved on from CVSCE; thanks are noted for her support of Healthwatch and good wishes sent for her new job. As the meeting was not quorate notes of the meeting are to be ratified as Minutes.	
1.2	**Declaration of Relevant Interest** None declared.	
1.3	**Minutes of previous meeting (enc) and matters arising** Minutes were checked for accuracy and matters arising and agreed as an accurate record.	
1.4	**Action Log (enc)** Standing item to check mental health headlines is to remain.	
1.5	**CEO Report** LB confirmed that HWC had successfully tendered for the Healthwatch contract which would be 4+1+1 years contract.	

	The Quarterly Report has been re-formatted, is very comprehensive and has been well-received by the commissioners. We are currently looking to recruit a Volunteer & Engagement Officer and an Engagement and Project Officer. The following questions were asked: Who represents HWC at the contract meetings? LB is supported at these meetings by Mark Groves, Service Lead and George Gibson, Communication and Research Officer. How long will people be on the Citizens Focus Panel (CFP) and how are people recruited and how easily managed? The management of the CFP has changed several times due to staff changes. George Gibson now has ownership and we will be reviewing the makeup of the panel alongside the new Volunteer Coordinator. Does HWC attend all the Care Community Steering Groups? LB confirmed that allocated team members currently attend these 17 meetings in Cheshire East and Cheshire West and Chester and are currently presenting the Across Cheshire report to these groups. As Healthwatch Cheshire's independence is so important should this be a standing item on the Action Log? This was discussed LT and LB – LB saying that this message is communicated well and generally understood by statutory partners and the ICS and ICB. It was proposed to add a standing item to the agenda – Healthwatch Independence.	Action: Item to be added to Agenda
1.6	**Any Other Business** – notified in advance where possible None.	
Next meeting – 27th June, 10.00 to 11.00am.		