

**Healthwatch Salford Board Meeting**  
**Meeting held in public**  
**Agenda**



<b>Day &amp; Date</b>	Tuesday 17 <sup>th</sup> November 2021
<b>Time</b>	10.00am
<b>Venue</b>	Zoom (Board agreement under 41(6) of HWS constitution to the Board meeting being conducted by electronic means)
<b>Public Access</b>	Live streamed through YouTube; <a href="https://www.youtube.com/channel/UCm49qfj9G98rfZDAIpb0SAA/featured">https://www.youtube.com/channel/UCm49qfj9G98rfZDAIpb0SAA/featured</a>

<b>Item No</b>	<b>Item Details</b>	<b>Lead</b>	<b>Paper/Verbal</b>
1	Welcome, Introductions and Apologies	Phil Morgan, Chair	Verbal
2	Declaration of interest	Phil Morgan, Chair	Verbal
3	Question from members of the public	Phil Morgan, Chair	Verbal
4	Minutes and Action Log	Phil Morgan, Chair	Paper
4.1	Minutes of the Meeting held Wednesday 8 <sup>th</sup> September 2021 [unconfirmed]  <i>To receive and approve the minutes</i>		
4.2	Action Log update		
5	Chairs Report  <i>To receive and make comments on the report</i>	Phil Morgan, Chair	Paper
6	Chief Officers Report  <i>To receive and make comments on the report</i>	Alex Leach, Chief Officer	Paper
7	Presentation: Virtual Support Group Toolkit  <i>To receive and make comments on the presentation</i>	Mark Lupton, Engagement Officer	Verbal
8	Business Plan 2020/21 RAG Assurance Report  <i>To undertake an assurance review on each of the Business Plan areas and determine assigned RAG assurance levels.</i>	Alex Leach, Chief Officer	Paper
9	Equality, Diversity and Inclusion [EDI] Action Plan  <i>To receive and approve the EDI Action Plan</i>	Alex Leach, Chief Officer	Paper
10	Quality Assurance Framework [QAF] Action Plan Update	Alex Leach, Chief Officer	Paper

	<i>To receive and make comments on the QAF Action Plan updates</i>		
11	Representatives Feedback [anything exceptional to report]  <i>To receive representative feedback and make comments</i>	All	Verbal
12	Any Other Business	All	Verbal
Date & Time of Next Meeting	To be confirmed		