

## HEALTHWATCH SALFORD BOARD MEETING MINUTES

30<sup>th</sup> September 2025

**Part 1** – Meeting held via Zoom

3:00pm – 4:00pm

Zoom Video Link

### Attendees

Name	Designation
Jenni Smith – Chair	Board Member (Chair)
Sam Cook (SC)	Chief Officer
Elyse Peacock (EP) - Minutes	Knowledge & Support Officer
J Ahmed (JA)	Board Member (Vice Chair)
Yen Siang-Tan (YS)	Board Member
Zac Wilde (ZW)	Board Member
Ali Macleod (AM)	Engagement Officer
Corrine Bolland (CB)	Board Member
Marie Lowther (ML)	Board Member

### Apologies

Name	Designation
Ian James (IJ)	Board Member
Nisa Khan (NK)	Board Member

## Part 1 (Meeting via Zoom)

### Item 1 - Welcome and Introductions

JS welcomed everyone to the public Board Meeting and Marie Lowther introduced herself and is interested in joining the board.

### Item 2 – Minutes and Action Log

JS asked if the minutes from the 29<sup>th</sup> July Board Meeting were accurate. The board agreed.

Action log updates:

- No outstanding actions

### Item 3 – Declaration of Interest

None.



Achieved.  
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December 2024



#### Item 4 – Questions from the public

None.

#### Item 5 – Chairs Report

JS discussed some of the points from her Chair's Report.

Firstly, JS thanked Phil Morgan for his thorough handover and also the staff team and trustees for their support. JS then shared how she joined the staff team away day on the 9<sup>th</sup> of September and that it was great to get to know them more.

JS also attended the GMCA meeting on the 11<sup>th</sup> of September and the Healthwatch in GM Chairs meeting on the 18<sup>th</sup> of September, where it was discussed that a GM voice is stronger than individual ones, but that local presence is the main focus. JS stated at that meeting that we would support the GM network, but our priority is keeping Salford HW as a separate entity (not combined with GM as one main HW).

#### Item 6 – Chief Executive's Report

SC discussed some points from her Chief Officer's report:

SC shared how the team continue to mourn the loss of Mark – and how they're still receiving messages about how well thought of he was across Salford the impact he made both as a person and the work he undertook. Again, SC wanted to acknowledge the work EP undertook whilst she was away on annual leave. The Just Giving page is still open for donations. As of 23rd September, the total donated stands at £1830, plus in-person donations made at Mark's funeral.

Impact - On receiving the Communications report completed by Mark, NCA have confirmed that they have now added an additional homepage link to the PALS/Complaints section of the Northern Care Alliance website. SC met with JS and reviewed all the work we currently had on and planned to pick up – included with papers is a 'work planning document' showing the output of this meeting. SC will share this with our commissioner after the board meeting and will update this document for future board meetings. CB offered support with the Weight Management project if needed.

Health and Social Care in Salford - Gillian McLoughlin (Interim Director of Public Health) is undertaking a review of the Health and Wellbeing Board, to ensure no duplication of work by other boards across Salford. Included with papers is the ICPC briefing note for May's meeting. June's meeting took the form of a workshop on how we want the system in Salford to look based on the NHS changes (pre 10 Year Plan announcement) – SC is awaiting notes from this.



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Included with papers are 4 documents containing details on training via Salford Safeguarding Adults Board. These are 7-minute briefings, and I would encourage everyone to complete these – they are publicly accessible too via the SSAB web page. We were nominated for a Salford Business Award – 'Community Award'. Unfortunately, we didn't get through shortlisting – feedback will be available once awards have been made.

HW in GM Network update - Tobey, the network admin support has left. Elyse continues to support as and when via overtime. No plans to replace Tobey as yet. Chairs and Lead Officer's continuing to meet. The future of Healthwatch and the impact on the network is a key focus.

Companies House - From 18 November 2025, all company directors and people with significant control (PSCs) will be legally required to verify their identity under the Economic Crime and Corporate Transparency Act 2023. This requirement is part of wider reforms to help prevent the misuse of UK companies. 18 November marks the start of a transition year where all directors must verify their identity before filing their company's next confirmation statement. SC informed the board that Companies House should be contacted shortly to ask for ID verification, but shared a link on how to do this if they haven't heard from Companies House.

**Item 7 - Representatives' Feedback [anything exceptional to report].**

None.

**Item 8 - AOB**

None.

**The next meeting will be held on Tuesday, 13<sup>th</sup> January 3-5pm**



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