**HEALTHWATCH SALFORD BOARD MEETING MINUTES**

19th May 2022

Part 1 – Meeting held in public

3pm – 4pm

Zoom Video Link

Attendees

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| Name | Designation |
| Phil Morgan (PM) – Chair | Board Member (Chair) |
| J Ahmed (JA) | Board Member |
| Jackie Leigh (JL) | Board Member |
| Rimpy Batta (RB) | Board Member |
| Elyse Peacock – (minutes) (EP) | Knowledge and Support Officer |
| Nisa Khan (NK) | Board Member |
| Scarlett Ash (SA) | Volunteer and Involvement Officer |
| Mark Lupton (ML) | Engagement Officer |
| Janet Taylor | Guest (Salford CVS) |

Apologies

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| Name | Designation |
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Part 1 (Meeting in public)

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| **Item 1 - Welcome and Introductions** |
| PM welcomed everyone to the public Board Meeting and all attendee’s on the Zoom call introduced themselves. |
| **Item 2 – Janet Taylor, Disability Development Worker from Salford CVS** |
| Janet introduced herself and explained her new role within Salford CVS. Her role will explore access issues in community services, including health care services. Janet had already met with Mark and Scarlett to look at areas of collaboration and partnership working with Healthwatch Salford. Janet explained how she would be attending the next Silent Voices meeting the following week and had discussed with Scarlett links with previous Speak Up Salford grant applicants who may want to be involved in her work.  PM thanked Janet for joining the meeting and introducing herself and agreed with the importance of making sure all voices are heard. |
| **Item 3 – Minutes and Action Log** |
| 3.1 Minutes of the Meeting held on the 23rd March 2022  Approved by the board.  3.2 Action Log Update  No matters arising in the action log. |
| **Item 4 – Declaration of Interest** |
| RB explained how she was now the Strategic Lead for Healthwatch Together. A declaration of interest form has been completed. |
| **Item 5 – Questions from the public** |
| None |
| **Item 6 – Chairs Report and Staff Update** |
| PM presented his Chairs Report to the board, highlighting some of the main points from the report.  PM shared how he had had his first meeting with Sam Cook that week and had another meeting with her scheduled on the 6th June where EP will be joining towards the end of the meeting to help ensure a smooth transition of SC joining and EP leaving for maternity leave. Sam’s new appointment has been officially announced, with the announcement going down very well on social media and PM and EP have been informing relevant contacts of SC’s start date.  PM added how he was very grateful for the team’s support during this time.  Quarterly meetings with Commissioner Lauren Fairey have continued, with the next meeting discussions planned around which meetings to attend and those which are no longer essential.  PM updated the board on the progress within Healthwatch in Greater Manchester, with the approval of the collaboration agreement and meetings to discuss a Greater Manchester Healthwatch repository for feedback collated.  Lastly PM noted how once SC is in her position he will begin Board and Chair appraisals.  PM asked if there were any questions. None were raised. |
| **Item 7 – Operational Update** |
| The board were given the Staff Update document in advance of the board meeting, which included updates from all of the team on the work they had been doing since the last meeting and their plans for the month ahead.  EP did not have much more to add to her update, but explained how she has been working on the annual report and a handover document for the team for when she goes on maternity leave at the end of June.  ML gave an update on the GP project and the great response it has had, with over 400 responses so far.  SA shared how she is working on plans for an event during Volunteers week at the start of June and that she will share details of the event with the board so that they can attend if they wish. |
| **Item 8 – Business Plan 2022/23** |
| PM presented to the board the latest version of the Business Plan for 2022/23 which had been updated after the Team Meeting in April.  PM asked the board if they had any questions or comments. None were raised. |
| **Item 9 – Representatives Feedback** |
| JA updated the board on how the last Health and Scrutiny panel meeting was cancelled due to local elections.  JL shared how she was impressed with the workstream and governance meetings for Healthwatch in GM and was impressed by the cohesiveness across Greater Manchester.  RB added that she had presented at the Equality, Diversity and Action learning set our national standard award for diversity, which was well received. |
| **Item 10 – AOB** |
| SA shared with the board details of two events which are being run by Healthwatch England during Volunteers Week and invited the board to attend if they were available. |

**The next meeting will be held on Thursday 7th July 2022 – 3pm – 4pm , via Zoom.**