

Healthwatch Doncaster – Minutes of Board Meeting

Thursday 26 October 2017

Venue: Conference Room, Cavendish Court
Members Present: Steve Shore (SS), Debbie Hilditch (DH), Andrew Goodall (AG),
 Vic Holbrey (VH)
Apologies: Andrew Bosmans (AB), Debbie Osborne (DO)
In Attendance:

	Agenda Item	Action	By
1	Welcome/Introductions/Housekeeping SS welcomed everyone to the meeting and housekeeping matters completed.		
2	Apologies Andrew Bosmans Debbie Osborne		
3	Declarations of interest – Register of interests None		
4	Minutes of the last meeting and matters arising Minutes from the 28 September 2017 Board meeting approved		
5	Reports for publication and information It was agreed that the reports should be published on the website and shared with appropriate partners. AG to speak to Akhlaq Hanif about getting all reports uploaded and available to members and partners		
6	Board member recruitment Interview date set for 22 November 2017 Board members will be invited to be part of the interview panel There will be an update on the outcomes of the interviews at the November 2017 Board meeting		
7	Annual account progress Doncaster Healthwatch CIC have appointed Smith-Craven to carry out the annual review of accounts and submission to Companies House. All financial background information has been shared with the accountant and it is expected that the final accounts will be completed by December 2017.		
8	Chief Operating Officers report The Board received and noted the Chief Operating Officers report.		

	<p>The was a discussion about the Operational staff team and the forward engagement plan following an operational team meeting.</p> <p>The outcomes and actions from the meeting will be shared with staff and a follow up discussion will take place on 30 November 2017.</p> <p>AG to update on the discussion and outcomes at the next meeting.</p>		
9	<p>Q2 Outcomes monitoring report</p> <p>The Board received and noted the Q2 outcomes monitoring report.</p> <p>AG has a monitoring meeting planned with Doncaster Council in November and will feedback on outcomes of the discussion.</p>		
10	<p>Any Other Business</p> <p>None</p>		
11	<p>Close</p> <p>3.25pm</p>		