












**Healthwatch Hertfordshire Board Meeting
10:00am - 1:30pm on Monday 15th May 2017 at
Douglas Tilbe House, Hall Grove, Welwyn Garden City, AL7 4PH**









Please note: It will be assumed that reports will have been read prior to the meeting. Reports from subcommittees will only be taken as written reports and treated as items to note unless there is something specific to be agreed.

Part 1 agenda (PUBLIC)

1	10:00	Welcome, apologies, register of interests		Michael D	
2	10:05	Scrutiny and working in partnership	Information	Natalie Rotherham, Head of Scrutiny, Hertfordshire County Council	
3	10:35	Minutes of 20 th February 2017 & outstanding actions	*Sign off*	Michael D	 HwH-22 Board meeting Minutes 20  HwH-SD-99 Outstanding Action
4	10:45	Chair's Update <ul style="list-style-type: none"> • Herts County Council Scrutiny • Health & wellbeing Board • Vascular services • Sustainability & Transformation Programme Working Group 	Information	Michael D	verbal
5	10:55	Chief Executive's update including monitoring return & compliments	Information	Geoff	 HwH-23 Contract monitoring Projects  HwH-24 Periodic Information Return

HwH-25
Compliments Jan-M:

6	11:05	Acronyms and explanations	Agreement	Geoff	Verbal
7	11:10	Reviewing Policies and governance documents <ul style="list-style-type: none"> • Standing Instructions • Persons of Significant Control • Enter & View Policy & Procedure (reviewed by Quality Improvement Sub-committee in February - here for final sign off) • Whistle blowing • Equality and Diversity • Disclosure and Barring Service 	*Sign off*	Geoff	 HwH SD-000-011 Standing Instructor  HwH-26 Persons of significant control.d  HwH-27 Enter and View Procedure revi:
8 Sub-groups and Committees - Items are to note and provide an opportunity for members to ask any questions in relation to papers provided					
a.	11:15	Mental Health Service Watch Group	Information	Eve	 HwH-31 Mental Health Service Watcl
b.	11:20	Learning Disability Service Watch Group	Information	Barbara	 HwH-32 Learning Disability SWG Updã
c.	11:25	Enter and View (Quality Improvement Sub-Committee)	Information *Sign off*	Meg	 HwH-33 QISC Update to Board 15.
d.	11:30	Transport	Information	Kumar	No update
e.	11:35	Representation sub-committee	*Agreement to nominations*	Michael T	 HwH-34 Rep Sub-comm report up

f.	11:40	Strategy sub-committee	Information	Brian	 HwH-35 Strategy Sub-Committee Boa
g.	11:45	Human Resources sub-committee update	Update	Geoff/ Barbara	Verbal
h.	11:50	Resources sub-committee update	Agreement	Monika / /Kumar/ Steven	 HwH-36 Positive Management Accou  HwH-37 Balance sheet as at 31st Mar  HwH-38 Resources Sub-Committee upd
i.	11:55	Sensory and Physical Disability Service Watch Group	Information	Priya	 HwH-39 Sensory Physical Disability SI
j.	12:00	Stakeholder Panel	Information	Paul	 HwH-40 Stakeholder Panel re  HwH-45 Stakeholder Panel R
k.	12:05	Sustainable Transformation Programme Working Group	Information	Michael D	Verbal
l.	12:10	Contract & HwH Tendering Agreements Working Group	Information	Steve	 HwH-41 Contract & Tendering Arranger
9	12:15	Any Other Business including questions from the public			

Part 2 Agenda (Closed)

- | | | | | | |
|----|-------|---------------------------------------------------------------------------------------------------------------------|--|--|--|
| 10 | 12:25 | Working lunch & <ul style="list-style-type: none"> • Human Resources • Office Accommodation | | | |
|----|-------|---------------------------------------------------------------------------------------------------------------------|--|--|--|

Business

- Healthwatch perspectives and fulfilling representative roles
- Strategy Away Day

11 1pm NOTE: Photographer is on site for those who still need them taken (and for those who would like to renew theirs)

Next formal meeting date: Monday 21st August, 10am - 1pm, Venue to be arranged

If you would like to see any papers embedded within this agenda please email: info@healthwatchhertfordshire.co.uk stating the meeting date, agenda item, and paper number and we will have these sent to you.