





**Healthwatch Hertfordshire Board Meeting
10:00am - 1:30pm on Monday 15th August 2016 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 and register of interests		Michael D / Sue R	
2	10:10	Minutes of 20 th July 2016 & outstanding actions	*Sign off*	Michael D	 HwH-46 Board minutes 20.06.2016  HwH-SD-99 Outstanding Action
3	10:20	Chief Executive's update	Information	Geoff	 HwH-48 Chief Execs Update 15.08.2016.c
4	10:30	Chair's update	Information	Michael D	 HwH-49 Chair's Update 15.08.2016.c
5	Sub-groups and Committees				
a.	11:00	MHLD SWG	Information	Jean	No update
b.	11:10	Enter and View (QISC)	Update within CEO's Report	Meg	Update within Chief Execs report
c.	11:20	Transport	Information	Kumar	No update
d.	11:30	Representation sub-committee	*Agreement to nominations*	Michael T	Verbal update



15.08.2016

HwH-47

e.	11:40	Strategy sub-committee	*Update*	Brian	No update
----	-------	------------------------	----------	-------	-----------

f.	11:50	Stakeholder Panel	Update	Caro	No update
----	-------	-------------------	--------	------	-----------

g.	12:00	Finance update: <ul style="list-style-type: none">• Management accounts• Balance sheet• Draft Annual Accounts		Monika / Steven	Will be circulated on 10.08.2016
----	-------	---	--	-----------------	----------------------------------

6	12:10	HR update: <ul style="list-style-type: none">• Training and Development• Volunteer review	update	Sue / Jo	 HwH-50 DRAFT STAFF Training and I
					 HwH-51 Vol Report 15.08.2016.docx

7	12:20	Complaints report	Sign off	Priya	 HwH-52 Complaints Report Draft.pdf
---	-------	-------------------	----------	-------	---

8	12:30	Bus stop promotion update	Information	Paul	Verbal update
---	-------	---------------------------	-------------	------	---------------

9	12:40	AOB incl. questions from the public			
---	-------	-------------------------------------	--	--	--

Part 2 agenda (CLOSED)

9	12:45	HR sub-committee update confidential		Sue	
---	-------	--------------------------------------	--	-----	--

Working lunch

Date of next meeting: Monday 17th October 2016, 10am, Douglas Tilbe House

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.