**Wigan Borough Healthwatch**

**Healthwatch Board Meeting**

**Monday 24th May 2021 – MS Teams/Ashland House**

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| **Attendees** | **Apologies** |
| Mick Hodlin (MH)  Lynne Hamnett (LH)  David Sudell (DS)  Karen Parker (KP)  Bill Greenwood (BG)  Elinor Halliwell (EH)  Stuart Parsons (SP) | David Baxter (DB) |

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|  | **Agenda Item** | **Action** |
| 1  1.1  1.2 | **Welcome**  MH welcomed everyone to the meeting and invited DS to introduce himself as a new Director. DS lives in Aspull and is also a member of Pennygate PPP, a volunteer for HWWL and has an interest in older people.  MH presented apologies from DB | Information |
| 2  2.1 | **Declaration – Any conflicts of interest**  No conflicts of interest declared | Information |
| 3  3.1  3.2 | **Minutes & actions arising from meeting of 8th February 2021**  All agreed to approve the previous Board Meeting minutes.  (4.1) Agreed that any further appointments to Director roles would be advertised out in the public domain  (5.1) Total Power – electricity bill has been paid | Agreed  Action:  KP |
| 4  4.1  4.2  4.3 | **Director Update**  Discussion around young people being represented on the Board. KP explained that we will be setting up a Young Healthwatch once we have a new person in post. We will create a link to the main board through the governance structure once this is established. KP advised that we were looking for support from students to build capacity with this work.  LH raised issues around Neuro/CAMHS pathways.  BG/DS raised concern around people timely access to ear care. KP advised that we were aware of some issues around this. Some of the care is now commissioned out to private providers. Need to consider this for future work plan. | Information  KP/LH to take outside the meeting |
| 5  5.1 | **Finance**  Intend to use full budget for 2021-22 by recruiting two new part-time staff members.  Current financial position presented to Board. |  |
| 6  6.1 | **Audit Committee**  MH proposed he and DB meet in next couple of months as nothing outstanding. |  |
| 7  7.1 | **GDPR / Freedom of Information Requests**  Nothing to report |  |
| 8  8.1  8.2  8.3  8.4  8.5  8.6  8.7 | **Report from Chief Officer**  KP advised that current contract has been extended for one year and is likely to go out to tender later in the year. Further update to be provided at next meeting  Total Electricity bill has been paid and account closed  Staffing structure presented for approval to include new posts  Governance structure presented for approval to include HR Committee and Advisory Committee  Update given to Board that we are working with commissioner to develop a Performance and Quality Framework reporting system to help with the monitoring of the contract. More information to be given at next meeting.  Running a Local Healthwatch guidance document shown to Board  Brief overview of emerging Integrated Care System discussed. More information to be brought to next meeting as draft Bill has not yet been read | Information  Information  Agreed  Agreed  Information  Information  Information |
| 9  9.1 | **Operational Updates**  **Discussion around involving local MPs more in the work of Healthwatch. BG agreed to write to all MPs to set up an initial meeting.**  The care home project continues but we have produced an interim report, previously circulated and requiring agreement from the Board. | BG  Agreed BG to discuss with MH and take forward |
| 10 | **AOB**  **No other business was discussed.**  **Next meeting 19th July 2021 at Ashland House** |  |