

Healthwatch Worcestershire

Board Meeting in Public

Friday 6 December 2013, 10.00 -11.30hrs

Methodist Centre, 19 Stratford Road, Bromsgrove.

Agenda

1. Attendance and apologies
2. Declarations of Interests not previously declared
3. Minutes of Board Meeting in Public on 4th October 2013 (*Appendix 1*)
4. Public Participation – *Peter Pinfield, Chairman*
5. Governance – *Isobel Dale BEM*
 - 5.1 Reference and Engagement Group – To approve the Terms of Reference and application Process (*Appendix 2*)
 - 5.2 Membership Scheme – To approve the membership scheme and its implementation from 1 January 2014 (*Appendix 3*)
 - 5.3 Volunteering - *Chief Operating Officer, Simon Adams*
To note progress with Volunteering (verbal report)
 - 5.4 To note Directors decision to approve the Company's Financial Regulations
6. Safeguarding – *John Taylor*
To approve the Company's Adult and Children's safeguarding Policies (*Appendix 4* – to follow)
7. Business Plan Priorities – *Chief Operating Officer, Simon Adams*
To approve the emerging thematic priorities for inclusion in the Business Plan of Healthwatch Worcestershire (*Appendix 5*)
8. Activity Report - verbal report of Board Members