

Healthwatch Bury Board Minutes

Date: 8th March 2021

Time: 12:30 pm

In attendance: Alan Norton, Tan Ahmed, Ruth Passman, Steve Treadgold, Adam Webb (minutes)

| Item | Description | Actions |
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| 1. | Welcome and introductions | N/A |
| 2. | Declaration of interests | N/A |
| 3. | Minutes of previous meetings | Alan Norton (AN) confirmed as interim treasurer. AW to forward invoicing and banking information from office to AN. |
| 4. | IT presentations: Hands On computers and Myson Pages presented their solutions for Healthwatch Bury infrastructure going forward. | AW to forward direct comparisons of quotes to the board. |
| 5. | Strategic priorities and workplan presented and discussed, including staffing and recruitment. Changes proposed. | AW to add developing a BAME Health partnership board alongside ADAB to the workplan. AW & RP to chase up the CQC for a meeting. |
| 6. | Chief Officer reported back from GM meetings and regional work, meetings with Bury LCO, Northern Care Alliance & Healthwatch England. Draft governance documents have been shared and comments welcome, including COVID risk assessments and In-Person engagement policy. Contracts for business infrastructure discussed. | AW to forward a meetings report form to board members to fill in prior to board meetings with updates. AW to update contracts sheet with current situation and any developments. |
| 7. | Board meetings for the coming four months to be arranged, with a review of the incidence of meetings to happen at the fourth. | AW to check the rules and articles of association on the requirements for board meetings and will update all members. |

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| 8. | No other business discussed. | N/A |
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Next meeting : Thursday 8th April 2021

Following meeting dates : Thursday 6th May

Thursday 10th June

Thursday 8th July - Review of meeting frequency.