

## Healthwatch Stoke-on-Trent Advisory Board

Tuesday 20 April 2021 – Virtual meeting

### Public Board Meeting Agenda

HW Advisory Public Board meetings include an opportunity for members of the public to feedback issues about local Health and Social Care issues at the end of the meeting.

	Item	Enclosure (Paper, Verbal etc)	Outcome (Noting, Decision etc)	Presenter
1	Welcome and Apologies			Chair
2	Declaration of Interests			All
3	Minutes and Action log from Public Board Meeting held on 20 January 2021	Enc 1 and 2	Approval and noting	Chair
4	<b>Work Programme Project Updates</b> <i>For the Chief Officer to update the Board and Public on the work undertaken to deliver the Work Programme including the Enter and View Programme</i>	Verbal	Noting	CEO
5	<b>Meeting feedback reports by HAB members/ staff/ LHM</b> <i>For the HAB members/ meeting attendees to present their meeting feedback reports and to update the Board and Public including, feedback from the Health and Well-being Boards, Health and Social Care Overview and Scrutiny Committees, CCG/Acute Trust Board/Community services trust board, Safeguarding Board, Primary Care Commissioning Committee and other Strategic meetings and community feedback</i>	Verbal	Noting	CEO/ Board members
6	<b>Intelligence/Feedback update – public issues</b> <i>A report on the issues that are being reported to HW by the public, any feedback from partners and meetings with them and any operational meetings attended by the CO of Healthwatch Stoke-on-Trent.</i>	Enc 3	Noting	CEO
7	<b>Decisions to be made by the Advisory Board</b>			
7a	Escalation to HW England/ CQC			
7b	Publish a report/ agree a recommendation made in a report	Enc 4	Approval	
7c	Request information from commissioners/ providers			
7d	Which premises to Enter and View and when (Completion of the Enter and View visit checklist is required)	Need to agree delegated process for this year	Decision	CEO / Chair
7e	Decision about subcontracting/ commissioned work			
7f	Whether to report a matter concerning your activities to another person- e.g. CCG, Voluntary Sector, another Healthwatch, Advocacy services			
7g	Which health and social care services HW is looking at for priority project <i>(Completion of the Healthwatch Priority Project Decision Making Checklist is required)</i>	Enc 5 Enc 6 Enc 7 Enc 8	Approval	CEO
7h	Refer a matter to Overview and Scrutiny committee			
7i	Breach/s of the decision-making process			
8	Health and Social Care Issues from the public			Chair
9	Any other business			Chair
10	Date and Time of Next Meetings: <ul style="list-style-type: none"> <li>01 July 10am</li> <li>21 October 10am</li> <li>25 Jan 10am</li> </ul>			

Chair – Healthwatch Advisory Board Chair

CEO - Chief Executive Officer