**Healthwatch Trafford**

**Minutes of Board meeting 25th October 2021**

**Online Zoom Meeting**

**Meeting commenced at 5.30pm**

**Present:**

Heather Fairfield (HF)

Jean Rose (JR)

Elaine Mills (EM)

Andrew Latham (AL) – Company Secretary

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| **Agenda item** | **Discussion and Actions** |
| 540. Welcome; apologies and introductions | Apologies: Kerry Blackstock, Susan George, Anna Gaughan, Brian Hilton  540.1 HF welcomed everyone to the meeting. |
| 541. Declaration of Interest | 541.1 No declarations of interest received. |
| 542. Minutes of previous meeting | 542.1 The minutes of the previous meeting were accepted as a true and accurate record. |
| 543. Matters arising not on the agenda | 543.1 None |
| 544. Action Log | Action log reference:  All listed actions complete; Update log and remove.  **Action: AL to re-circulate the response on Homecare from Lindsey Mallory to members.** |
| 545. CO Report | 545.1 AL asked for questions on the previously circulated report; AL highlighted the excellent response of staff to the move from a physical office to a virtual one. AL also highlighted the recent reports published, North Trafford and Long Covid and noted that the second report into patient experience of accessing services during the Covid 19 pandemic was due to be published in the next couple of weeks. |
| 546. Performance Report August – September 2021 | 546.1 HF talked through the report (previously circulated) and presented the key points then asked members for questions or comments; no further comments. |
| 547. HWinGM Update | 547.1 HF expanded on the AQuA paper (previously circulated), which summarised the discussion captured at the recent facilitated event on Governance. This had resulted in several working groups, of which HW Trafford were leading on Leadership and decision making and also contributing to the Strategy Development Group. |
| 548. Questions from the Public | None received. |
| **PART 2 – Closed Session** |  |