**Healthwatch Trafford**

**Minutes of Board meeting 27th January 2022**

**Online Zoom Meeting**

**Meeting commenced at 5.30pm**

**Present:**

Heather Fairfield (HF)

Jean Rose (JR)

Elaine Mills (EM)

Susan George (SG)

David Esdaile (DE)

Brian Hilton (BH)

Anna Gaughan (AG)

Andrew Latham (AL) – Company Secretary

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| **Agenda item** | **Discussion and Actions** |
| 555. Welcome; apologies and introductions | Apologies: None  555.1 HF welcomed everyone to the meeting. |
| 556. Declaration of Interest | 556.1 No declarations of interest received. |
| 557. Minutes of previous meeting | 557.1 The minutes of the previous meeting were accepted as a true and accurate record. |
| 558. Matters arising not on the agenda | 558.1 None |
| 559. Action Log | Action log reference:  All listed actions complete; Update log and remove. |
| 560. CO Report | 560.1 AL talked through the main points from the previously circulated report. |
| 561. Healthwatch Trafford Draft Strategy | 561.1 AL talked through the strategy and gave background and context as to its purpose and format. HF suggested adding the HWinGM Strategy to the HWTrafford Strategy and adding in scrutiny (through representation). **Action: AL to add scrutiny and the HWinGM Strategy into the HWT strategy and recirculate as a revised draft.**  561.2 BH asked what makes the HWT strategy different from other local HW? AL replied that as all local HW have the same core remit, there wouldn’t be much difference between strategies apart from specific local factors which may influence the content.  561.3 DE asked if Youthwatch’s remit would remain the same? AL replied that it would.  561.4 HF suggested reviewing the HWinGM Strategy to see if anything additional could be lifted from there for inclusion in the HWT Strategy. HF asked if any directors were willing to work on the strategy with staff to be a sounding board? HF then suggested that directors could take a more active role in certain areas and act as a sounding board for various areas of operation. It was felt that this would give directors more involvement in day-to-day activities. **Action: AL to email directors with potential subject areas requesting expressions of interest.**  561.5 EM and DE suggested reviewing the mission statement from the HWinGM Strategy and adopting similar wording in the HWTrafford Strategy as it was felt this better summarised the mission. AL agreed. **Action: AL to re-word the mission statement of the HWT Strategy in line with that of the HWinGM Strategy.** |
| 562. HWinGM Strategy | 562.1 HF Provided background and context for the previously circulated draft HWinGM Strategy. This had been discussed at the HWinGM meeting and would be updated in light of comments received. **Action: HF asked directors to email her any comment on the strategy. HF will then re-draft and re-circulate.**  562.2 HF also explained the rationale behind the draft HWinGM distributed leadership model and Memorandum of Understanding (MoU). |
| 563. Questions from the Public | None received. |
| **PART 2 – Closed Session** |  |