

## Healthwatch Manchester Board Meeting

Tuesday 20<sup>th</sup> March 5pm - 6:30pm  
3rd Floor, The Lexicon, Mount Street, Manchester

Present	In Attendance	Apologies
Vicky Szulist - Chair (VS) Richard Jones (RJ) Julie Rigby (JR) Linda Hill (LH) Marcus Graham (MG) Mina Desai (MD)	Neil Walbran (NW) (Chief Officer) Philip Tebble (PT) (Minutes)	Fergal McCullough (FM) Circle Steele (CS)

## Minutes

### Item

#### Welcome

VS welcomed attendees.

Apologies from CS and FM.

There were no members of the public present.

1. **Minutes of previous meeting** from January 2018 were accepted as true and accurate record. It was requested that Members of the Public be identified in minutes.

- 1a The latest action log was reviewed, agreed and updated.
- 1b The latest decision log was reviewed, updated and agreed.

#### 2. Matters arising

No matters arising.

#### 3. Report to the Board

NW informed the Board of ongoing processes and the following emergent issues:

- a) Action plans generated in response to our reports need to be followed up.
- b) Prioritisation of care homes for enter and view inspection

Upcoming report 'Early Years & Healthy Growth' is drafted and has been circulated for fact checking and review prior to publishing.

**Action: NW to assess action plan follow ups.**

**Agreed: Enter and view inspection of transition from care is beyond our capacity at this time.**

**4. Action Plan 2018/19**

Hivemind is evolving to a regular schedule.

**Plan approved**

**5. New premises**

1. Canada House is a very attractive prospect, awaiting formal offer to present to board.

**Action: PT to investigate call handling options.**

**6. Escalation & MCC**

Healthwatch England is support Healthwatch Manchester in its dialogue with MCC regarding future contracting possibilities.

**Action: No action.**

**7. Escalation issues**

No escalation issues.

**8. Safeguarding**

No issues.

**9. Documents for approval**

‘Recipe for Success’ Early years and healthy development report. Board asked for input on the title.

**Action: PT to circulate most recent draft to Board.**

**10. Membership for approval**

No new memberships for approval.

**11. Date, time and venue of next meeting**

Tuesday 15<sup>th</sup> May 2018 17.00 at The Lexicon

**Agreed: VS will not be available but meeting to go ahead.**

**Any Other Business**

VS suggested review of Chairmanship as her term ends next year and she may be required by statute to stand down.

**Meeting closed at 6:30pm.**