

## Healthwatch Manchester Trustee Board Meeting

14 December 2022

Present	Apologies
Vicky Szulist (VS)	Mina Desai (MD)
Anita Kanji (AK)	Fergal McCullough (FMc)
	Circle Steele (CS)
<b>In attendance:</b>	Mike Petrou (MP)
Tom Carr (TC)	Zoe Robertson (ZR)
Neil Walbran (NW)	
James Pilkington (JP)	<b>Not Present</b>
Marian Brennan (BSL Interpreter)	Charles Kwaku-Odoi (CKO)
Deborah Glass (BSL Interpreter)	Julie Rigby (JR)

### Welcome and Introductions:

VS welcomed attendees. No introductions were necessary.

### Conflicts of interest:

No conflicts of interest were declared

### Matters Arising

VS notified the Board of Richard Hughes' resignation. Manchester People First (MPF) have offered to field a representative to replace Richard Hughes on the Healthwatch Manchester Trustee Board. Paul Hughes is the candidate. This

was welcomed by the Chair. The Chair and Board give a vote of thanks to Richard Hughes for his service as a trustee.

**Action: NW to approach Paul Hughes with relevant paperwork.**

**Action: NW to write to RH on behalf of Healthwatch Manchester to thank him for his time as a trustee.**

**1. Minutes and Action Log from the previous meeting:**

The minutes from the 14 September 2022 were reviewed. NW requested that the references to the expected arrival of the Healthwatch Manchester contract in September be stricken from the minutes.

**Action: Minutes to be amended by JP and filed as a true and accurate record.**

The Action Log was reviewed and required updating.

**Action: Action Log to be updated. JP.**

The Decision Log was reviewed and accepted as an accurate record.

**2. Matters arising:**

NW is liaising with Healthwatch Salford to see how the number of 'out of area' calls received in error by Healthwatch Manchester can be addressed.

**3. Report to the Board (Activity Report) Key Issues:**

- The Healthwatch Manchester contract is out to tender this month (December).
- The Volunteer Coordinator position is currently vacant.
- Out of area referrals remain at between 15 – 30% of our calls and enquiries
- The deadline for Chair recruitment has passed

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

The next board meeting will be on 25 January 2023 at 5pm via Teams.

**MEETING CLOSED- [17:57]**