

Inaugural Healthwatch Telford and Wrekin Advisory Board Meeting

2pm 14 November 2023

Meeting Point House, Southwater Square, Telford, TF3 4HS

1. Welcome
2. Apologies – D Bell
3. Introductions – a chance to get know each other
 - a. Advisory Board
 - b. Staff
4. Work plan
5. Engagement and Activity Plan
6. Social Media
7. Activity to date
8. Involvement
9. Future meeting dates
10. AOB
 - a. Make the point about people sharing intelligence with HWTW – that we acknowledge contributions so that partners orgs can in turn use it to show their worth especially when they are seeking funding.
 - b. As part of ECS we have access to our corporate services and can offer to work in partnership with other orgs for example in hosting surveys, undertaking research, delivering engagement and information sharing etc etc.



Healthwatch Telford and Wrekin Advisory Board

Day Month Year Time

Virtual or Face to Face

Advisory Board Meeting Agenda

	Item	Enclosure (Paper, Verbal etc)	Outcome (Noting, Decision etc)	Presenter
1	Welcome and Apologies			Chair
2	Declaration of Interests			All
3	Mins of last meeting <i>Insert date</i>			Chair
4	Work Programme Project Updates			CE
5	Meeting feedback reports by HAB members/ staff/ CE			All
6	Intelligence/Feedback update – public issues			CE
7	Decisions to be made by the Advisory Board			CE
	A Escalation to HW England/ CQC			
	B Publish a report / agree a recommendation made in a report:			
	C Request information from commissioners/ providers			
	D Which premises to Enter and View and when (Completion of the Enter and View visit checklist is required)			
	E Decision about subcontracting/ commissioned work			
	F Whether to report a matter concerning your activities to another person- e.g. CCG, Voluntary Sector, another Healthwatch, Advocacy services			
	G Which health and social care services HW is looking at for priority project			
	H Refer a matter to Overview and Scrutiny committee			
	I Breach/s of the decision-making process			
8	Health and Social Care Issues from the public			CE
9	AOB			Chair
10	Date and Time of Next Meetings: • <i>Insert date</i>			

Chair – Healthwatch Advisory Board Chair

CE - Chief Executive