

# Board Meeting: Minutes, 12<sup>th</sup> November 2020

Meeting no.36 Thursday 12<sup>th</sup> November 2020 at 13:45pm (held virtually due to the COVID19 outbreak)

Healthwatch Enfield (EHW) is run by Combining Opinions to Generate Solutions (COGS)

## Present:

Parin Bahl, Chair (PB)

Noelle Skivington (NS)

Valerie Dinsmore (VD)

Audrey Lucas (AL)

## In attendance:

Michelle Malwah, Information & Signposting Officer (MM)

Member of the public

## MINUTES AND UPDATES

### Welcome and apologies

The Chair welcomed all present. Apologies were received from Deborah Fowler.

### 1. Minutes of the board meeting - August 2020

Agreed as an accurate record. The chair also noted that the Nairn House report had been published as well as our befriending report. The latter was presented to the Community Resilience Board.

### 2. Action points

The board reviewed the action points and agreed:

Item 4. To remain on hold due to current COVID19 restrictions

Item 6. To remain ongoing.

### **3. Public Questions**

A member of the public asked that our board papers and the link to our zoom board meetings are more visible on our website. This was noted and agreed.

### **4. Finance & Staffing Report**

The board welcomed and reviewed the paper and noted the continued savings being made in the current quarter. The chair confirmed that the underspend on staffing costs was due to not being able to recruit to the advertised post and the current uncertainty about the Healthwatch contract.

### **5. Audited Accounts**

The board welcomed the verbal update. The board are to consider submitting assured accounts instead of audited accounts to the necessary agencies. It was noted we will need to amend our finance policy to reflect this change if we take this route.

### **6. Review of Risk Register**

The board welcomed and reviewed the paper. They were pleased to see that the risk related to loss of staff capacity and experienced staff had been reduced to amber.

### **7. Future agenda items**

The board welcomed and reviewed the paper. The paper was approved with no amendments.

### **8. Policy Review schedule**

The board welcomed, reviewed and formally agreed the policy schedule.

### **9. Integrated Care Partnership**

The Integrated Care Partnership (ICP) paper was presented to the board. The board welcomed the work done to date to support partnership working and agreed that we should to continue to play an active role in order to support the Partnership to provide an integrated care offer for Enfield residents.

## **10. Annual Conference**

The board agreed to schedule a date in January 2021 for a virtual annual conference. The theme of the conference is to be discussed further.

## **11. CEO Report**

The board welcomed and reviewed the paper. It was noted that VD also attended the Healthwatch England regional and London meetings.

## **12. Volunteering update**

The board welcomed the report. The board recognised how enthusiastic our volunteers were and their eagerness to get involved with Healthwatch activities.

## **13. Healthwatch Enfield Young Adults (HEYA) Update**

The board welcomed the report. The board recognise that mental health is an issue for young people and are pleased to note that the HEYA group have made this a focus of their work.

## **14. Statutory duties update**

### **14.1 - Helping you find the answer**

The board welcomed and reviewed the paper. They noted thanks to Emma for the additional details in the report and for putting in the extra effort to update the website.

### **14.2 - Your views on health and care**

The board welcomed and reviewed the paper.

### **14.3 - Listening to local people's views**

The board welcomed and reviewed the paper. The board noted that the team were doing well to maintain this level of engagement via our webinars/virtual meetings. The board congratulated the team for their hard work.

### **14.4 Making a difference together**

The board noted that the report was written by Noelle Skivington, not Fazilla Amide who has now left the organisation.

#### **15. AOB**

**Board report format** - it was noted that the board were pleased in the change of format.

**Volunteer Christmas Celebration-** A discussion took place on how to provide our usual volunteer celebration. It was decided to offer a themed group zoom call and/or to postpone the celebration to next year when groups are able to meet again. This will be discussed and agree with volunteers.

#### **16. Date of next meeting**

The next public board meeting will take place on **Thursday 4<sup>th</sup> February 2021 at 1:30pm.**

DRAFT