

AGENDA: Healthwatch Kingston upon Thames Board Meeting

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To be held on Tuesday 24 September 2019, 5pm - 8pm

In the Large Committee Room, Kingston Quaker Centre, Fairfield East, Kingston upon Thames, KT1 2PT

PART A (OPEN MEETING):

Members of the public are welcome to attend this part of the meeting.

No	Item	Lead(s)	Paper(s)	Time
PRESENTATION (60 min)				
1.	Welcome and apologies for absence/declarations of interest	LM	-	17.00
2.	SWL Clinical Commissioning Group - Tonia Michaelides, Managing Director of Kingston and Richmond Clinical Commissioning Group	TM	-	
3.	Discussion	ALL	-	
FOR DISCUSSION AND/OR DECISION (15 min)				
4.	Approval of PART A Minutes held 31.07.19 (10 min)	LM	✓	18.00
5.	Re-Appointment of Trustees (5 min)	LM	-	18.10
	Close of PART A	LM	-	18.15

Board Members (PART A):

Liz Meerabeau (LM)	HWK Chair/Trustee Board Member
Nigel Spalding (NS)	HWK Treasurer/Trustee Board Member
Grahame Snelling (GS)	HWK Trustee Board Member (Safeguarding Lead)
Nike Alesbury (NA)	HWK Trustee Board Member
William Ostrom (WO)	HWK Trustee Board Member
James Waugh (JW)	HWK Trustee Board Member (GDPR Lead)
Winifred Groves (WG)	HWK Trustee Board Member
Scotty McLeod (SM)	HWK Trustee Board Member

Attendees (PART A):

Stephen Bitti (SB)	HWK Chief Officer
Scott Bacon (SBA) - PART A Minutes	HWK Projects and Outreach Officer (Disabilities)
Candy Dunne (CD)	HWK Projects and Outreach Officer
Persephone Pickering (PP)	TTCK Hub Coordinator

PART B (CLOSED MEETING):

The HWK Board has resolved to go into a private session because discussions might include prejudicial terms. Due to confidential nature of the business covered in this part of the meeting, only Board Members are able to be present for this part of meeting plus an agreed minute taker in attendance.

No	Item	Lead	Paper(s)	Time
FOR DISCUSSION AND/OR DECISION				
1.	GDPR: - YOL! Governance, Procedures and Agreements (20 min)	SB/CD	✓	18.20
2.	New Board Member Induction (30 min)	SB/LM/ NS	✓	18.40
3.	Review of Trustee Lead Responsibilities and Internal Governance Review (45 min)	ALL	✓	19.10
4.	Any Other Urgent Business (5 min)	LM	?	19.55
	Close of PART B	LM	-	20.00

Board Members (PART B):

Liz Meerabeau (LM)	HWK Chair/Trustee Board Member
Nigel Spalding (NS)	HWK Treasurer/Trustee Board Member
Grahame Snelling (GS)	HWK Trustee Board Member (Safeguarding Lead)
Nike Alesbury (NA)	HWK Trustee Board Member
William Ostrom (WO)	HWK Trustee Board Member
James Waugh (JW)	HWK Trustee Board Member (GDPR Lead)
Winifred Groves (WG)	HWK Trustee Board Member
Scotty McLeod (SM)	HWK Trustee Board Member

Attendees (PART B):

Stephen Bitti (SB) - PART B Minutes	HWK Chief Officer
Candy Dunne (CD) - Item 1 only	HWK Projects and Outreach Officer