

**Agenda**

Board Meeting in Public

23rd January 2018

Wyatt Room, Wilfrid Noyce Centre, Godalming, 2-4pm

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| **Item** | **Time**  **(mins)** | **Lead** | **Supporting Documents** |
| 1. **Welcome/Apologies** | 3 | PG |  |
| 1. **Declarations of Interest** | 2 | PG |  |
| 1. **Approval of previous Board Meeting in Public minutes** (24th October 2017) | 5 | PG | Attached |
| 1. **Public questions (previously tabled)** | 5 | PG |  |
| 1. **Review of Q3:** the Board is asked to consider note the following:    * 1. CEO Report including financial summary and influencing plan      2. Quarterly Activity and Outcomes report including full Outcomes paper      3. Quarterly update on progress on thematic priorities (focus on GP appointments) | 20 | KS/MP/LS | Attached |
| 1. **Annual planning process for 2018/19** – Board is asked to consider, note and comment on draft work plan and note next steps/timeline | 10 | KS | Attached |
| 1. **Annual refresh of Healthwatch Surrey’s thematic priorities:** Board is asked to consider, note and approve the recommendations | 30 | MP | Attached |
| 1. **Action log:** Board is asked to review progress, agree closure of completed actions and agree additional actions as required | 5 | PG | Attached |
| 1. **Public Questions not already dealt with (arising from meeting)** | 5 | PG |  |
| 1. **Any other business** | 5 | PG |  |
| 1. **Date of next meeting in public: 24th April 2018 2-4pm, Conference Hall, Soper Hall, Caterham** |  |  |  |

PG Peter Gordon Healthwatch Surrey, Chair

KS Kate Scribbins Healthwatch Surrey, Chief Exec

MP Matthew Parris Healthwatch Surrey, Deputy CEO, Evidence & Insight Manager

LS Lisa Sian Healthwatch Surrey, Operations Manager