

**HEALTHWATCH DEVON PUBLIC BOARD MEETING**

**AGENDA - PART 1**

**WEDNESDAY 27<sup>TH</sup> MARCH 2019**

**10:00AM - 11:45AM**

**VENUE - BASEPOINT, ROOM 29, YEOFORD WAY EXETER, EX2 8LB**

The meeting will start with a brief welcome and introductory statement from the Chair. There will then be an opportunity (up to 15 minutes) for members of the public to bring matters of interest or concern to the attention of the Healthwatch Devon Board. Any matters raised will be noted but will not be discussed or decided during the meeting. The meeting will then proceed to the formal agenda, as shown below.

**PART 1: Matters for discussion in public**

	Time	Item	Att.	Who
1.	10.00	Welcome and introduction by the Chair David Roger		DR
2.	10:05	Invitation for questions from any members of the public		DR
3.	10.20	Declarations of Interest		ALL
4.	10.25	Review and sign off minutes from Tuesday 29 <sup>th</sup> January 2019	✓	ALL
5.	10:30	Finance Update <ul style="list-style-type: none"> <li>• Monthly Management Accounts</li> </ul>	✓	GD
6:	11.00	Enter & View <ul style="list-style-type: none"> <li>• Heatherside House Care Centre 5<sup>th</sup> February 2019</li> </ul>	✓	EC
7.	11:20	Policies & Procedures <ul style="list-style-type: none"> <li>• Absence</li> <li>• Job share</li> <li>• Disciplinary</li> <li>• Gifts and Hospitality</li> <li>• Grievance</li> <li>• Statutory time off</li> <li>• Flexible working</li> <li>• Enter &amp; View Policy</li> </ul>	✓	EC
8.	11:40	AOB		
9.	11.45	Board Meeting Closed		
<b>Date of next public board meeting - Wednesday 29<sup>th</sup> May 2019 10:00am - 11:45am</b>				