

**Healthwatch Kingston upon Thames**

Board Meeting  
 Wednesday 21<sup>st</sup> of January 2015 from 17:00-18:30  
 Held at the Healthwatch Kingston Office

**AGENDA**

**Declarations of Interest**

Members are asked to state any interests - personal or prejudicial - concerning items on this agenda by completing a Declaration of Interest Form before the start of the meeting.

ITEM	
1.	Welcome & Apologies
2.	Minutes of last meeting held on 17/12/2014; matters arising/ update and actions <ul style="list-style-type: none"> <li>• To check the minutes for accuracy and agree the minutes, and discuss matters arising/ actions</li> </ul>
3.	Staff updates <ul style="list-style-type: none"> <li>• Monthly Staff Report</li> <li>• Active Affiliates Survey</li> <li>• KPI update</li> <li>• Code of Conduct - for final approval</li> </ul>
4.	Chair's Report (verbal) <ul style="list-style-type: none"> <li>• Update Kingston CCG Governing Body</li> <li>• Update H&amp;W Board</li> <li>• Meeting with Duncan Burton re PPI (see Quality Improvement Group doc)</li> </ul>
5.	Task Group Updates <ul style="list-style-type: none"> <li>• Mental Health 12/01/15 - minutes to be circulated</li> <li>• Hospital Services 14/01/15 - minutes to be circulated</li> <li>• Annual report/ priorities for next year</li> </ul> (Community Care Task Group to take place 04/02/15)
6.	Any other business
7	Date of the next meeting: Thursday 12 <sup>th</sup> of February 2015 - Board meeting in public

**Attachments:**

- Declaration of Interest Form (to be sent to RE in advance)
- Minutes of the last meeting held on 17/12/14
- Update/ Action Items 14/01/14
- Code of Conduct (for approval)
- Quality Improvement Group (Kingston Hospital Paper)
- Monthly Board Report Dec 14 - Jan 15
- Active Affiliates Survey (sent on 13/01/14)