

Healthwatch Oxfordshire Board of Directors

Date of Meeting: 24 th January 2017	Paper No: 6
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Title of Presentation: Board meeting Schedule 2017/18

This paper is for	Discussion		Decision	x	Information	
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Purpose and Executive Summary (if paper longer than 3 pages):

Financial Implications of Paper:
None

Action Required:
The Board is asked to agree the amended Board meeting schedule.

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1.0 Board Meeting Proposal - for agreement

In July 2015 the Board agreed to hold board meetings in public to ensure the work of Healthwatch Oxfordshire was fully transparent and to enable the public to engage directly with the directors. The Board agreed to rotate meetings across the six Oxfordshire Clinical Commissioning Group localities in Oxfordshire and to alternate the meeting times between 2-4pm/4-6pm/7-9pm.

Subsequently in September 2016 the format of public board meetings changed and it was agreed to reduce the frequency of Board meetings to four per year with an increase in the number of Board workshops held.

In December 2016 a board meeting schedule was circulated, this resulted in valuable feedback which has been incorporated into a draft meeting schedule which was presented to the Board on the 10th January 2017.

Further amendments were proposed and the Board is asked to agree the schedule for board meetings and workshops up to January 2018.

Date	Time	Locality	Venue	Meeting type	Agenda
10th January 2017	4-6pm	City	West Oxford Community Centre	Board workshop	Director recruitment/board schedule/confidential session
24th January 2017	4-6pm	South East	The Parish Hall Sunnyside Benson Oxfordshire OX10 6LZ	Board meeting	Transformation
14th February 2017	4-6pm	City		Board workshop	tbc
14th March 2017	4-6pm	City		Board workshop	tbc
4th April 2017	7-9pm	City		Board workshop	Meet the new directors
25th April 2017	7-9pm	South West		Board meeting	Social care
9th May 2017	4-6pm	City		Board workshop	Annual report briefing/ review of operational plan
13th June 2017	4-6pm	City		Board workshop	tbc
11th July 2017	7-9pm	West		Board meeting	Annual report
12th September 2017	4-6pm	City		Board workshop	tbc
10th October 2017	7-9pm	North East		Board meeting	tbc
14th November 2017	4-6pm	City		Board workshop	tbc
12th December 2017	12-2pm	City		Board workshop	Xmas staff/board
9th January 2018	7-9pm	North		Board meeting	tbc