

**Healthwatch Redbridge Board Meeting**

**Minutes and Action points**

12 April 2018 1.30-3.30pm

<p><b>Present:</b> Vanda Thomas - VT Mike New - MN Athena Daniels - AD Lorraine Silver - LS Mo Dedat - MD Cathy Turland - CT</p>	<p><b>Apologies:</b> Margery Peddie - MP  <b>In attendance:</b> Sarah Oyebanjo - SO Edith Galliers - EG - LBR Sanjan Haque - SH - LBR</p>	
Item	Discussions	Actions
1. Welcome and Housekeeping	1.1. VT welcomed Directors and completed housekeeping 1.2. There were no declarations of interest	
2. End of Year Monitoring Report	2.1. EG and SH from LBR joined the Board to review	
3. Minutes/matters outstanding	<p>3.1. The Minutes for 8<sup>th</sup> March 2018 were agreed and signed by the Chair.</p> <p>3.1.1. <b>GDPR</b> - CT had provided a briefing document to MD in regards to compliance with General Data Protection Regulations due to become law on 25<sup>th</sup> May 2018. She explained that staff members Tom and Miranda were reviewing our policies and procedures and feeding back to her. Tom is liaising with HWE and other LHWs regularly. We will have to write to our members to update them before the deadline. A reciprocal arrangement with HW Havering had been agreed in order to provide a Data Protection Officer role. This would ensure we are in compliance but would not be a financial burden.</p> <p>3.1.2. <b>Identify a budget for the annual report summary</b> - CT confirmed the budget would cover the cost of an 8 page summary report being printed for approximately £400.</p> <p>3.1.3. <b>Board Development Meeting</b> - confirmed for 25 April from 5.30-8.30pm.</p>	
4. Community Cash Fund	<p>4.1. <b>Fund Update</b> - These minutes have been redacted due to commercial or personnel sensitivities.</p> <p>4.2. <b>CCF Summary Report</b> - A combined report summary will be completed once all reports have been received. <b>SO to forward individual completed reports to the Board.</b></p> <p>4.2.1. <b>Terrence Higgins Trust</b> - The project start date has been delayed. <b>SO to update Board.</b></p> <p>4.2.2. <b>RAMFEL</b> - A report has been provided but further information referencing the issues raised has been requested. <b>SO to update Board.</b></p> <p>4.2.3. <b>Redbridge Carers Dementia Support Group</b> - 4</p>	<p>SO</p> <p>SO</p>

